



NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1382

ARNG-HRR

5 April 2018

MEMORANDUM FOR NG J1 RRF (All-Entire RRF)

SUBJECT: SMOM 18-036, ARNG AIT Platoon Sergeant and Drill Sergeant Program: Tour of Duty Opportunities

1. References:

- a. AR 600-8-19, Enlisted Promotions and Reductions.
- b. AR 601-210, Regular Army and Reserve Component Enlistment Program.
- c. AR 614-200, Enlisted Assignments and Utilization Management.
- d. NGR 600-200, Enlisted Personnel Management.
- e. NGR 601-1, Personnel Procurement.
- f. TRADOC Regulation 350-16.

2. The ARNG is currently seeking M-Day NCO's (Traditional Guardsmen), in the ranks of SSG/E6 and SFC/E7 to serve as AIT Platoon and/or Drill Sergeants, to augment the Total Army requirements at various training bases for Basic Training and Advanced Individual Training. Qualified NCO's and Drill Sergeants may be placed on orders from a minimum of 180-365 days to serve as a Basic Combat Training (BCT) Drill Sergeant or AIT Platoon Sergeant at one of the five Army Training Centers (ATC); FT Benning, GA - Ft. Jackson, SC - Ft. Leonard Wood, MO - Ft. Sill, OK - Ft. Jackson, SC).

3. Previous or currently serving Drill Sergeants are preferred, however all NCOs in the ranks of E6/SSG - E7/SFC are highly encouraged to apply. Most positions are MOS immaterial, regardless of the Tour of Duty announcement. Do not hesitate to select and apply for any position(s) versus a particular MOS.

4. Interested applicants should review the announcement on Tour of Duty (TOD) and apply using the attached instructions. TOD website (<https://mobcop.army.mil/MobcopPortal/UI/Login.aspx>) CAC login required.

5. Soldiers that are currently Drill Sergeant qualified (ASI X) can also volunteer for this duty but may require the two-week Drill Sergeant Recertification Course at Ft. Jackson S.C. Soldiers may not volunteer if they have been notified of a future deployment.

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Federal and State deployments will take precedence over this program.

6. The Drill Sergeant Candidate (DSC) and AIT Platoon Sergeants must meet the following requirements:

a. Hold the rank of SSG or SFC:

(1) Be physically fit (maximum profile guide is 111221), however, some conditions may be allowed via waiver; meet body composition requirements in AR 600-9, and be able to pass the APFT (no substitution of events) upon arrival at DS school.

(2) If age 40 years or older must have the appropriate medical clearance at the time of request (see AR 40-501). Medical clearance should state that Soldier is medically cleared for DS duty.

(3) Have no record of emotional instability as determined by screening of health records and clinical evaluation by competent mental health officer. (NCOs initially receiving a negative behavioral health evaluation, that is subsequently reversed by a competent, licensed, doctoral-level mental health provider, may be renominated for DS duty). Positive evaluation must be from a licensed, doctoral-level mental health provider. This applies to Active Army, ARNG and USAR Soldiers.

(4) Have no speech impediment.

(5) Be a high school graduate or possess the GED equivalent.

(6) Display good military bearing.

(7) Have demonstrated leadership ability during previous tours of duty and have demonstrated capability to perform in positions of increasing responsibility as senior NCO in the Army, as reflected on the NCOERs.

(8) Have had no court-martial convictions.

(9) Have no record of disciplinary action, to include letters of reprimand, or time lost under 10 USC 972 during current enlistment or in last 5 years, whichever is longer.

(10) Have a minimum GT score of 100. This criterion may be waived from 100 to 90 on a case-by-case by HRC, EPMD (AHRC-EPD-D/Drill Sergeant Branch).

(11) Have qualified with M16A2 or M-4 carbine rifle within last 6 months.

(12) Be SGT through SFC (SGT must have a minimum of 1-year time in grade and be a graduate of the WLC prior to nomination).

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(13) Have a CDR's evaluation by a LTC or higher. Commanders (LTC or higher) will personally interview the Soldier (this may not be delegated) and ensure that the Soldier meets prerequisites. Commanders will consider the "whole Soldier" when making their recommendation. Input should include, but is not limited to, demonstrated leadership ability and potential; physical fitness; character and/or integrity; the Soldier's ability to perform in stressful situations; any incidents of abuse that the chain of command is aware of. All negative evaluations must include a full explanation. Once the command-er's evaluation of the nominee is completed, the entire packet with all enclosures will be forwarded through the local servicing personnel office to the Commander, HRC (KHRC-EPD-D), 1600 Spearhead Division Road, Fort Knox, KY 40122-5303.

(14) Possess a favorable NACLIC or higher investigation.

(15) Not be listed as a military sexual offender.

(16) Noncommissioned Officer Education System, Soldier must have completed NCOES requirements for current grade. (i.e. E5/SGT completed WLC, E6/SSG completed ALC)

(17) Have a minimum of 4 years total time-in-service.

(18) Must be POSTA compliant or eligible to be POSTA compliant.

7. Points of contact for specific TOD announcements are indicated in position announcements. TOD points of contact are the primary contact. ARNG-HRR point of contact is MSG Wade, 703-607-2973, or jabin.k.wade.mil@mail.mil.



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2 Encls

1. [Tour of Duty Job Search.pdf](#)
2. [USADSA Commanders Checklist.pdf](#)