



**POSITION VACANCY ANNOUNCEMENT #MD-CD-14-001
MARYLAND NATIONAL GUARD COUNTERDRUG TASK FORCE**

**OPENING DATE: 15 FEB 2014
CLOSING DATE: 15 MAR 2014**

BRANCH OF SERVICE: X ARMY NATIONAL GUARD ___ AIR NATIONAL GUARD

POSITION TITLE: Counterdrug Criminal Intelligence Analyst – Mission Category 2

LOWEST/HIGHEST GRADE AUTHORIZED: SPC/E-4 thru MSG/E-8

DURATION OF ASSIGNMENT: 15 April 2014 thru 30 September 2014. TEMPORARY ADOS Tour, position is funded annually with supplemental plus-up funding. Position may be terminated if Counterdrug funds are withdrawn or for substandard performance. CD temporary hires may compete for more stable long term tours should such position become available and are announced at a later date. All CD members must apply for continuance annually 30 days prior to the end of their orders. Approval will be based on your duty performance, good standing within your unit of assignment along with the programs mission requirements and funding levels. All CD members are subject to a 90-day probationary period.

ORGANIZATION: MDNG Counterdrug Task Force

DUTY LOCATION: Various locations throughout the greater Baltimore metropolitan area.

NUMBER OF VACANCIES: Multiple Openings

POSITION DESCRIPTION:

Criminal Intelligence Analysts will provide case support initiatives to participating agencies, including network, communication and flow analysis. Collect, organize, and analysis large amounts of information and criminal intelligence and extract significant facts. Assist in identifying needs of law enforcement agencies and initiatives. Integrates and creatively use computers and software/databases to assist in intelligence analysis process. Identify and develop undocumented areas of investigations and identify leads for follow-up criminal investigation for law enforcement agencies and initiatives. Prepare intelligence reports, bulletins and other specialized reports dealing with criminal organization, their trends, patterns and potential officer safety concerns. Establish and maintain liaison with drug investigators and criminal intelligence officers from various law enforcement agencies and Initiatives. Attend intra/inter-agency meetings, conference to gather and share information. Attend contemporary and continuing education/training opportunities to remain current with all necessary intelligence analysis systems and procedures. Provide training to assist in the transfer of analytical skills to new analysts, initiative personnel as well as area law enforcement as needed. Be willing to work shifts that could include evenings, nights or weekends.

QUALIFICATION REQUIREMENTS:

a. General: MUST have or STARTED the process of obtaining a SECRET security clearance, with a granted interim at time of application. Top Secret clearance is preferred but not required. Applicant must be a member of the Maryland National Guard. Associate Degree, Bachelor Degree, and or Master Degree is preferred but not required. Compatible education backgrounds in Criminal Justice or related areas of study desired.

b. Experience: Law Enforcement, Military Police or Intelligence related experience is strongly desired but not required. Must be proficient and demonstrate competent skills in Microsoft's Office Applications (Word, Excel, Access, Outlook, SharePoint and PowerPoint). The ability to follow directives, instructions, and standard operating procedures with limited direct supervision is required. Technical and fluid communication in oral and written form is required. Experience with intelligence systems and technology like: Cellibrite, PenLink, Analysts Notebook, RF-Flow, Case Explorer, COPS and GIS applications is desired but not required.

c. Other: Applicants must be able to complete the determined tour of military duty prior to ETS. Applicants must have reliable transportation and live within (50) miles of the duty station. Outside employment associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies.

d. Assessment. Applicants will be given an assessment to measure their analytical skills.(optional)

COUNTERDRUG REQUIREMENTS:

a. Applicant must receive a letter of recommendation from his/her unit commander and be in good standing with their unit.

b. Applicant must have a current physical (every 5 years) and obtain an Annual Physical Health Assessment (PHA). In order to remain on Counterdrug orders, all personnel must be deployable. (Temporary medical conditions are exceptions).

c. Applicant cannot have any permanent or temporary profiles that will interfere with the ability to perform the required duties.

d. Applicant must perform all scheduled weekend drills (IDT) and Annual Training (of at least 15 days) with their M-day unit of assignment.

e. Applicant is subjected to urinalysis testing prior to entry on active duty and periodic testing while on active duty. This is in addition to testing at the unit level.

f. Favorable interview by the Counterdrug Coordinator (CDC) or his designated representatives.

g. Applicant should have or be able to obtain a Secret Clearance with Interim Secret by start of CD assignment. Top Secret clearance is strongly preferred.

h. Favorable criminal background check, and/or security screening by Law Enforcement Agencies (LEAs) for applicants serving in LEA offices or in positions where they are privy to sensitive information. Such inquiries are likely to be completed after entry on duty and rejection by LEAs could result in removal from the Counterdrug Program.

i. Applicant is subject to annual police background checks and police background check prior to being brought onto orders. If a member has an unfavorable record, he/she may be removed from the program or denied entry on CD orders.

j. Applicant is required to comply with DoD 5500.7-R, Joint Ethics Regulation (JER), and with conflict of interest policies. Applicants must uphold the highest standards of conduct and personal appearance.

k. Applicant must maintain and meet Physical Training (APFT/FIT) and meet height/weight standards. Passing record 705 and 5500/5501 is required within 6 months of application. No applicants without passing records or that have flagging actions will be considered.

l. Applicant must submit a written request for promotion to the Counterdrug Coordinator. If promotion (advancement in pay grade) is known or anticipated within the next 12 months applicant should inform CDC or designated selection board of that possibility in order to afford the CD program proper cost planning for the applicants pay and allowances while on CD-ADOS.

APPLICATION PROCEDURES:

Packets must be submitted through the unit chain of command, MSC to the G3 reviewed and forwarded to CD for consideration at least 30 days prior to ADOS start date or NLT the closure date of advertisement.

- a. The following documents must be submitted to complete application process:
- Commander's Recommendation Memorandum
 - Completed DD 369 (Police Records Check)
 - Copy of Drivers License
 - DA Form 705 (APFT taken and passed within 6 months of application)
 - DA 5500 (HT/WT if applicable)
 - DA 1058- R (ADOS application)
 - RPAS statement
 - Copy of current PHA (within 1 year of application)

Optional Documents:

- Colleague Degrees/Certificates related to position.
- Online/DL Certificates (Military or Civilian) related to position.
- Military Course Certificates related to position.
- Civilian Course Certificates (Police Academy or LEA Courses).
- Letters of Recommendation

b. Technicians. Soldiers who currently occupy a technician position must ensure that their technician chain of command (O6 level or equivalent) is aware of the ADOS application.

EQUAL OPPORTUNITY:

The Maryland National Guard is an Equal Opportunity Employer. Selection for these positions will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factors.

Point of Contact is for questions regarding the application process CPT Rob Wille (Operations Officer), SSG Marcus Jackson (Personnel/ADMIN NCO) or SPC Kimberly Kline (ADMIN) at (410) 576-6137.

Packets MUST route through the SM chain of command and must comply with the MDARNG Policy #14-G3-001 (dated 9 DEC 13).