

# NATIONAL GUARD ASSISTANT PROGRAM (NGAP) POSITION DESCRIPTION

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| <b>1. Position Title:</b><br><b>Assistant to The Surgeon General</b> | <b>2. Auth Grade:</b> 08  | <b>3. Effective Date:</b> 1 Nov 02 |
| <b>4. Headquarters:</b> DA   | <b>7. Telephone</b><br><br>Commercial:<br>DSN :<br>Secure no./type system:<br>IVSN:<br>Data Fax:<br>Secure Fax: |                                    |
| <b>5. Reporting Senior:</b> Army Surgeon General                     |   |                                    |
| <b>6. Duty Location:</b><br><br>Washington DC<br><br><br>Mail:       |   |                                    |

**8. Position Description:**

Principal advisor to the Army Surgeon General on all aspects of readiness and structure of Army National Guard (ARNG) assets. Advises on the medical readiness, deployability, health status and access to care of ARNG soldiers. Provides liaison between the Army Surgeon General, Director, Army National Guard (DARNG), and the Chief, National Guard Bureau (CNGB).

**Duties:**

Serve as a voting member of the Active/Reserve Components Medical Readiness General Officer Steering Committee and the Army Medical Department (AMEDD) Active / Reserve Components Integration General Officer Steering Committee

Works cooperatively with the ARNG Assistant Surgeon General for Mobilization, Readiness, and National Guard Affairs

Advises on the readiness, health, welfare, and well being of more than 350,000 ARNG soldiers

Advises the Army Surgeon General of the implications of the statutory, DoD, and Army mandated health and medical readiness programs

**9. Special Qualifications/Requirements/Restrictions**

AMEDD officer will have long and broad experience within the ARNG and will have served in a variety of MTOE and TDA medical positions

Experience in developing and implementing policies effecting Reserve Component medical readiness and access to care preferred

Clinical experience is not required

This position is M-Day/drill status only

Must have a minimum of 17 years satisfactory service

Must be able to complete a minimum 3 years in the assignment before mandatory removal date/mandatory separation date (MRD/MSD)

Completion of senior service school required

Must be Federally recognized in the authorized grade (line), hold a Certificate of Eligibility for the authorized grade (line), pending Senate confirmation in the authorized grade, or be eligible to meet the General Officer Federal Recognition Board following selection

Security Clearance: Top Secret