

# NATIONAL GUARD ASSISTANT PROGRAM (NGAP) POSITION DESCRIPTION

<b>1. Position Title:</b>  <b>Vice Director, Strategic, Requirements, &amp; Integration, J8</b>	<b>2. Auth Grade:</b> 07/08	<b>3. Effective Date:</b> 1 Jan 03
<b>4. Headquarters:</b> USJFC	<b>7. Telephone</b>  Commercial: DSN : Secure no./type system: IVSN: Data Fax: Secure Fax:	
<b>5. Reporting Senior:</b>		
<b>6. Duty Location:</b>  Norfolk, VA  Mail:		

**8. Position Description:**

**Duties:**

Provide assistance in advising the USJFCOM Commander of implementation of the Joint Strategic Planning System

Coordinates the preparation of all planning, programming and budgeting systems (PPBS) related command position statements or testimonies required by Commander for Congressional hearings, DoD posture statements, Defense Planning Resources Board (DPRB) presentations, commander conferences, etc

Serves as the USFJCOM Commander focal point for the forces and resources portion of defense guidance

Responsible for the preparation of joint operational documents and studies on current and future military strategy

Provide recommendations on political-military matters, nuclear, biological and chemical policy, nationals assistance programs, arms and technology transfer policy, national disclosure issues, and service programs affecting joint matters

Responsible for developing and updating Command Strategy in support of National strategic policy

Final authority for wartime personnel taskings and authority for reserve manning requests for the Directorate

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

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: Secret