

# NATIONAL GUARD ASSISTANT PROGRAM (NGAP) POSITION DESCRIPTION

<b>1. Position Title:</b>  <b>Mobilization Assistant to the Director for Logistics and Security Assistance, United States Pacific Command (USPACOM)</b>	<b>2. Auth Grade:</b> 07	<b>3. Effective Date:</b> 18 Dec 00
<b>4. Headquarters:</b> PACOM	<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>  Camp H. M. Smith, Honolulu, HI  Mail:		

**8. Position Description:**

**Duties:**

Advises the Director on matters pertaining to political-military affairs, the formulation of strategic concepts, and the development of joint program recommendations for the Commander

Responsible for policy supporting the integration of the reserve component into the command's deliberate planning process, as well as incorporation into the Pacific Theater Engagement Plan

Oversees programs in support of strategies for peacetime, and facilitates mobilization of Reserve component forces for crisis and war

Directs the preparation of policy and planning matters pertaining to political-military affairs throughout USPACOM

Interprets U.S. national defense/foreign policy statements and contributes to formulation of national defense policy as applied to the Northeast Asia, South Asia, Southeast Asia, and Oceanic regions of USPACOM

Evaluates and recommends composition of forces for friends and allies, to include force goals for guidance in security assistance planning

Formulates and implements U.S. military and USPACOM strategy and alternative strategic concepts to support U.S. security interest in USPACOM

Provides U.S. strategy inputs for the development of operational concepts used in contingency/operations plans

Oversees the development of the USPACOM input to the Joint Strategic Capabilities Plan and National Military Strategy Documents

Directs the development of Combatant Commander comments on program/budget matters for Congressional testimonies and meeting of the Defense Planning and Resources Board; the Joint Requirements Oversight Council (JROC); the USPACOM Integrated Priority List of major warfighting concerns and requirements; major OSD/JCS/Service Planning, Programming and Budgeting System (PPBS) documents including Program Objective Memoranda, Chairman's Program Assessment (CPA), Budget Estimate Submissions and Program Budget Decisions

Serves as the focal point of command relationships between HQ USPACOM and subordinate commands and other joint, unified, specified, combined and allied commands and DoD and governmental agencies

Directs USPACOM oversight for special studies related to nuclear, biological and chemical defense matters (continued)

**Position Title:**

Mobilization Assistant to the Director for Logistics and Security Assistance, United States Pacific Command (USPACOM)

8. (Continued)

Develops chemical weapons employment and nuclear, biological, and chemical defense policy plans for USPACOM

Serves as senior Reserve Component (RC) member in the Directorate. Ensures integration of RC forces in contingency and operations plans to meet wartime employment posture

Oversees peacetime utilization and assimilation of Directorate RC personnel into the engagement activities within the command's area of responsibility

Serves as member of the Reserve Guard Advisory Council to advise CINCPAC on matters affecting USPACOM Reserve and National Guard components

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

Security Clearance: Secret

Must have a minimum of 17 years satisfactory service

Must be able to complete a minimum of 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

This position in M-Day/drill status only