

NATIONAL GUARD ASSISTANT PROGRAM (NGAP) POSITION DESCRIPTION

1. Position Title: Assistant to Air Education and Training Command Chaplain (AETC/HC)	2. Auth Grade: 06	3. Effective Date: 1 Aug 02
4. Headquarters: AETC	7. Telephone Commercial: DSN : Secure no./type system: IVSN: Data Fax: Secure Fax:	
5. Reporting Senior:		
6. Duty Location: Randolph AFB TX Mail:		
8. Position Description: <u>Duties:</u> Serves as advisor to the AETC Command Chaplain on matters pertaining to the Air National Guard Monitors the manning, training, programs and readiness of chaplain personnel in support of Air Education and Training Command Act as liaison between the National Guard Bureau Staff Chaplain, AETC Command Chaplain, and ANG units Performs staff assistance visits to ANG Unit chaplain functions Serves as a member of the ANG Staff Chaplain Advisory Board		
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 Security Clearance: Secret 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 Colonel Federal Recognition Board following selection		