

NATIONAL GUARD ASSISTANT PROGRAM (NGAP) POSITION DESCRIPTION

1. Position Title: Deputy Director of Operations, J-3 (Military Assistance to Civil Authorities (MACA) and Land Domain) (Dual-hat)	2. Auth Grade: 07	3. Effective Date: 15 Apr 03
4. Headquarters: 5. Reporting Senior: 6. Duty Location: Peterson AFB, Colorado Mail:	7. Telephone Commercial: DSN : Secure no./type system: IVSN: Data Fax: Secure Fax:	

8. Position Description:
 To support, specifically, to conduct operations to deter, prevent, and defeat threats and aggression aimed at the United States, its territories, and interests within the assigned area of responsibility. As directed by the President or Secretary of Defense, provide military assistance to civil authorities including consequence management operations

Duties:
 Serves as the principal adviser to the J-3 and the staff focal point for Military Assistance to Civil Authorities and the land domain aspect of NORTHCOM's mission

Recommends courses of action, as required to implement the commander's plans concerning the land operational aspects of civil disturbance, civil defense, and CONUS defense

Reviews existing plans applicable to MACA and land domain. Develop, maintain, and coordinate the estimates and plans concerning such areas; and constitute response cells and crisis operating elements

The responsibilities of this position will be also be carried out in coordination with the Assistant to the Chief, National Guard Bureau (CNGB) for NORAD/USNORTHCOM National Guard Matters and/or the Assistant to the Commander NORTHCOM for Reserve Matters as they relate to either the National Guard (Army and Air) and/or the Reserves (Army, Navy, Marine and/or Air Force)

Primarily responsible for force structure (reviews, analyzes and recommends planned and programmed force structure changes) of Reserve Component forces in support of USNORTHCOM

Maintains current operations estimate of situations in the AOR and is responsible for coordinating the planning and scheduling of the mobilization and deployment of USNORTHCOM gained forces in support of joint operations in support of MACA operations

Functions as the USNORTHCOM liaison for Military Assistance to Civil Authorities (MACA)

Coordinates all actions concerning the Reserve Components with the Assistant to the CNGB for NORAD/NORTHCOM National Guard Matters and/or the Assistant to the Commander NORAD/NORTHCOM for Reserve Matters

Conducts liaison activities concerning MACA operations with the Office of the Chief, National Guard Bureau (for all National Guard related issues) and Interagency as directed by DoD to coordinate and maintain national operational readiness

Monitors operational readiness of any units that may be assigned to NORTHCOM for MACA missions

Upon deployment of the Director of Operations (J3), would be mobilized and be prepared to assume the role of the J3 and in the absence of the J3 would provide continuity and historical knowledge. This includes:

Serves as the director for the USNORTHCOM Battle Staff, Crisis Action Team, Watch and Joint Operations Center

Formulates and coordinates operations and deployments within the USNORTHCOM staff, Joint Staff, component commands and other joint commanders (Continued)

Position Title:

Deputy Director of Operations, J-3 (Military Assistance to Civil Authorities (MACA) and Land Domain)

8. Continued

Assists with the scheduling and execution of USNORTHCOM operations, joint exercises and training

Serves as the principle advisor to the J-3 on all MACA and land operations matters that affect USNORTHCOM including command and control of assigned U.S. military forces within CONUS and the USNORTHCOM AOR

Directs, plans, coordinates, schedules and controls the joint operations and intertheater deployments of all USNORTHCOM forces

In coordination with the Assistant to the CNGB for NORAD/USNORTHCOM National Guard Matters and/or the Assistant to the Commander, USNORTHCOM for Reserve Matters, responsible for recommending priorities for allocating critical National Guard and/or Reserve resources for the commander, including personnel, supplies, funds and equipment

Maintains a current operation estimate in coordination with other staff offices

Develops and maintains troop lists, including review and revision to ensure assignment of units to support and accomplish MACA and land missions

9. Special Qualifications/Requirements/Restrictions

Experience in joint theater operations desired

Must be available for approximately 139 days of duty during each fiscal year.

Prior command experience required, duty on major command Joint Staff, Service/National Guard Headquarters and/or Major Command Headquarters desired.

Must be eligible for Top Secret security clearance and access to sensitive compartmented information

A demonstrated understanding of the political, economic, and military issues impacting MACA as they relate to the employment of the forces in support of MACA

Senior leadership and management experience in mobilization, employment and training of Reserve Component forces

This position is dual hat, 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

No additional TDA authorization will be given for this position

Participation in this program will be in addition to the officer's normal duties within the state

Must be assigned to a validated (not temporary) TDA position billet in the State