



IOWA NATIONAL GUARD
TEMPORARY EMPLOYMENT



CURRENT JOB ANNOUNCEMENTS

Application Process: To apply for Temporary Technician Employment you must email your resume to the POC. Specific questions to the position may also be directed to the POC.

Position Title	POC Name/Location	POC Email & Phone Number
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Range Operations Manager GS-0301-11 PD# D1130000	LTC Donald Hurt Training Site, Johnston, IA 1 Position Open	Donald.h.hurt.mil@army.mil 515-252-4173 Date Open: 05/28/2024 Close Date: Until Filled
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Minimum Military Grade: O2
Maximum Military Grade: O4

Summary of Duties:

1. Responsible for the timing, coordination, and safety of combined arms firing exercises which involves armed aircraft, maneuvering, mounted and dismounted types of indirect and direct fire. Ensures that all are conducted simultaneously without incident or mishap. Supports commanders and staff officers from all active and reserve military units (and nonmilitary organizations) in tactical training requirements within the training center. Manages an extensive maneuver complex and multiple live-fire ranges at a Maneuver Training Center-Heavy/Power Support Platforms (MTC-H/PSP) or Maneuver Training Centers-Heavy (MTC-H). Provides organizational personnel on all matters pertaining to safety in the firing of live ordnance. Directly responsible for developing and enforcing the installation range safety program and directs preparation and staffing of all installation range safety publications. Determines and enforces safety parameters for all non-standard firing ranges. Develops, updates, and coordinates the training center Five-Year Range Development Plan. Coordinates with senior commanders and staff officers, matters pertaining to the capabilities and limitations of the training center range complex and maneuver safety program. Maintains appropriate security clearances in order to receive and give classified briefings. In coordination with other directorates, ensures a safe hunting/fishing program.

2. Plans, directs, and manages range activities. Reads and interprets regulations and directives pertaining to range operations and activities. Develops, prepares, and revises training center range regulations, as required. Reviews correspondence pertaining to the operation and allocation of available range assets in support of battalion and brigade size military units. Plans for mission accomplishment considering resource constraints. Manages personnel to ensure timely and adequate maintenance of range facilities with coordination for engineering and housing related work. Monitors the allocation of range areas to ensure compliance with all policies and procedures; and in accordance with needs and priorities, ensures maximum safety utilization. Assists units in solving problems that arise during training. Must be knowledgeable on current military training doctrine. Makes informed decisions on the ability of using units to conduct specialized/classified training events using an extensive risk management program. Makes recommendations to the training center commander and using unit commanders to approve or amend requested specialized/classified training events. Conducts specialized and/or classified operational, safety, and capability briefings in support of unique training events.

3. Plans and schedules work, sets and adjusts short-term priorities, and prepares work schedules. Assigns work to subordinate employees based on organization priorities and consideration of difficulty and requirements of assignments such that the experience, training, and the abilities of staff. Provides advice, guidance, and direction to employees on a wide range of range management and administrative issues. Interviews candidates for positions and selects, or recommends selection of, candidates for vacancies, promotions, details, and reassignments. Hears and resolves employee complaints and refers serious unresolved complaints to higher-level management. Effects minor disciplinary measures such as warnings and reprimands and recommends action in more serious disciplinary matters. Identifies employee developmental needs and provides or arranges for training (formal and on-the-job) to maintain and improve job performance. Assesses and revises policies and procedures as needed to find ways to improve quality, timeliness, and efficiency of work. Develops, modifies, and/or interprets performance standards. Evaluates subordinate work performance ensuring consistency and equity in rating techniques. Approves or disapproves leave requests.

Performs other duties as assigned.

****Resume to supervisor must demonstrate**

Must have at least 1-year specialized experience equivalent to at least the next lower grade level. Experience, education or training in program or managerial experience in a type of work or a combination of functions directly related to the position to be filled or in comparable work or functions. Experience developing and recommending policy; organizing and carrying out specific programs, evaluating and recommending changes in methods of operations. Experience in supervisory, staff or technical work which included study, analysis or evaluation leading to the development or improvement of managerial or administrative policies, practices, and procedures. Experience preparing written communications and oral presentations.