



OTOT VACANCY ANNOUNCEMENT

26-90

Opening Date: 10 September 2026

Closing Date: 30 September 2026

BRANCH OF SERVICE: ARMY NATIONAL GUARD

POSITION TITLE: Bilateral Affairs Officer

LOWEST/HIGHEST GRADE AUTHORIZED: O3-O4

DURATION OF ASSIGNMENT: NTE 3 years total. 2 Year Title 10 OTOT Assignment with option on up to two 6-month extensions

ORGANIZATION: State Partnership Program

SELECTING OFFICIAL: LTC Christopher Long
J3/5/7
605-974-6033

DUTY LOCATION: Rapid City, SD with further duty to Paramaribo, Suriname

Announcement does not constitute commitment to fill position.

General Eligibility Requirements:

- a. Required: Must be a federally recognized member of the SDARNG
- b. Desired: Captains Career Course Complete, deployment or OCONUS experience

Projected date of Entry on Duty: Order state date: O/A 1 JUN 2027 CONUS for Pre Deployment Training Requirements.

Special Information:

- a. Family Members will be allowed to accompany the Bilateral Affairs Officer on the tour (IAW JTR). The tour is a PCS tour, including the shipping of household goods and housing in Paramaribo.
- b. Bilateral Affairs Officer is a Title 10 OTOT. After the tour individual returns to state control and reverts to previous status. This position will be managed by the ARNG, USSOUTHCOM and NGB-J53.
- c. This announcement does not constitute a commitment to fill the position.
- d. A judicial background check will be performed prior to beginning an AGR Tour.

Qualifications:

- a. General: Applicant be a member or become a member of the SD Army National Guard.
- b. Experience: Foreign travel and experience working with foreign nation militaries a plus. Applicant should have office administrative experience and know how to operate a variety of office equipment, be able to maintain and account for resources and have research and analysis skills. Must possess strong communication and interpersonal skills as well as strong organizational, computer and time management skills. Must be able to work independently, take initiative, and be knowledgeable in Microsoft Office programs and database systems.

c. Other: Applicants must be able to complete the determined tour of military duty prior to MRD. Applicants will be TDY in Paramaribo, Suriname periodically during this tour. Outside employment associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Position may require weekend hours, evening hours, and frequent short notice travel. Selected individual will be required to take all accrued leave prior to order end date. The Soldier selected will be on a Title 10 ADOS order and will be subject to UCMJ authority under CDR USOUTHCOM.

SUBMIT THE FOLLOWING:

1. NGB 34-1
2. Soldier Talent Profile (STP).
3. ATIS WHtR and AFT/CFT history.
4. Current Retirement Point Assessment Statement, DA 5016.
5. Letter from Unit Commander certifying that the SM is not on a temporary profile. Must be signed at/after opening date.
6. Medical Protection System (MEDPROS) Individual Medical Readiness (IMR) Record from Medical Operational Data System (MODS). (Dated within 30 days of closing date)
7. Commander's memo stating Soldier is in favorable status if security clearance is out of scope. Must be signed at/after opening date.
8. Copy of any permanent profiles, if applicable.

Application documents will be combined into one PDF. Naming convention will be Announcement Number and the Soldier's Last Name, example: 24-47 Schaefer. Submit applications via email to: nq.sd.sdarnq.list.agr-application@army.mil. Ineligible applications, unsigned applications, or applications with missing required documents will be returned without action.

FULL TIME EMPLOYEES OF THE SOUTH DAKOTA NATIONAL GUARD: Applicants will notify their full-time supervisor and respective Directorate/MACOM Administrative Officer of their decision to apply for this position.

EQUAL OPPORTUNITY: The South Dakota National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factors.

DISCLAIMER: This job description is intended to convey information essential to understanding the scope of the job and is not intended to be an exhaustive list of qualifications, skills, duties, or responsibilities associated with the position.