

**FLORIDA AIR NATIONAL GUARD**  
**\*\*\* OFFICER VACANCY ANNOUNCEMENT \*\*\***

**ANNOUNCEMENT NUMBER:** DSG 24-01

**CLOSING DATE:** Open Until Filled

**TITLE:** Public Affairs Officer (AFSC: 35PX)

(OPEN to— Current Qualified Officers (All Military Branches), Nationwide, Crossstrain Opportunity) (This is not a Commissioning Opportunity)

**MINIMUM/MAXIMUM AUTHORIZED GRADE:** O1-O4

**UNIT:** 125 Fighter Wing, Jacksonville, Florida

**DUTY STATUS:** This is a Drill Status Guard (DSG) position, NOT full-time employment. Applicants are expected to meet all Unit Training Assemblies and Annual Training requirements annually.

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***Specialty Summary:***

Provides public affairs advice, trusted counsel, and support to commanders, other senior leaders, and unit personnel. Leverages communication capabilities through an integrated approach to advance commanders' mission priorities by researching, planning, resourcing, executing, and evaluating public affairs operations. Communicates timely, truthful, accurate, and credible information about Air Force activities to internal and external military and civilian domestic and international audiences, while maintaining due regard for security, accuracy, privacy, and propriety. Builds, maintains, and strengthens public trust and support for the Air Force. Provides leaders with communication tools to build, maintain, and strengthen Airman morale and readiness. Contributes to U.S. global influence and deterrence through information engagement. Related DoD Occupational Groups: 270700 and 270600.

***Duties and Responsibilities:***

Delivers candid and timely communication counsel and guidance to Air Force leaders on the communication and public perception implications of key decisions, policies, and operations and their potential impact on mission success. Participates in the development of plans and policies and monitors operations to assure consideration of such implications.

Researches, plans, executes, and assesses communication strategies and activities. Ensures all public affairs efforts adhere to applicable federal law, DOD principles governing the release of information, and Air Force policies. Advocates for and manages funds, manpower, training, and equipment to effectively execute public affairs operations to support the mission. Plans, directs, and leads public affairs deployments.

Ensures a free flow of releasable information to the news media. Establishes and maintains relationships with news media representatives, facilitates media access, prepares Air Force subject matter experts for media interviews, and evaluates media coverage. Supports DOD-approved entertainment industry, documentary, and publication requests.

Promotes public knowledge and understanding of Air Force missions, organizations, and capabilities. Fosters coordination, cooperation, and mutual appreciation between the Air Force, local communities, state and federal agencies, and DOD/interagency components. Evaluates requests for Air Force support to public events and coordinates appropriate participation to achieve the commander's communication objectives. Manages environmental public affairs issues and events and ensures legal mandates for community involvement are met. Assists Air Force recruiting efforts. Advises on capabilities, employment, and limitations of Air Force bands and their use in achieving strategic effects based on the commander's priorities, initiatives, and intent.

Establishes the means to link Airmen and their leaders through a robust command information program. Advises about content, propriety, timing, and relative importance of information for internal release through all available means. Contributes to the morale, readiness, productivity, and retention typical of a well-informed force.

Plans for and manages visual information requirements and directs the centralized collection, management, and distribution of imagery for planning, operational, documentation, public affairs, and historical use. Plans for, directs, and leads Combat Camera Airmen in the visual documentation of exercises and combat, contingency, and peacetime operations.

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***Specialty Qualifications:***

The following is mandatory for award of the 35PX Air Force Specialty Code:

**Knowledge**

Knowledge is mandatory of: missions, roles, functions, organizational structures, relationships, operational planning objectives, policies, customs and courtesies, and history of the Air Force; oral, written, and visual communication concepts and principles; traditional and emerging methods and techniques of disseminating information; basic communication theory; legal and ethical considerations surrounding the practice of communication; communication research and analysis; and joint expeditionary operating environments.

**Education:**

For entry education requirements see [Appendix A, 35P CIP Education Matrix](#).

35P – Public Affairs				
<i>Tier</i>	<i>Target Accession Rate</i>	<i>CIP</i>	<i>Education Program Description</i>	<i>Requirement</i>
1	> or = 70%	09.XXXX	Communication, Journalism and Related Programs	Mandatory
2	> or = 20%	23.13	Rhetoric and Composition/Writing Studies	Desired
			Or	
		42 Series	Psychology	
			Or	
		45.09XX	International Relations and National Security Studies	
		45.10XX	Political Science and Government	
			Or	
		52.14XX	Marketing	
3	< or = 10%	XX.XXXX	Any Degree	Permitted

### Training:

Completion of the Defense Information School Public Affairs Course is mandatory for active-duty officers. Reserve Component officers may satisfy this requirement by completion of the DINFOS PAQC Advanced Distributed Learning course although completion by the full in-residence course is preferred.

### Experience:

AFSC 35P3, a minimum of 18 months of commissioned experience in public affairs assignments is mandatory.

### Other:

Retention of AFSC 35PX, the following are mandatory:

A valid state driver's license to operate government motor vehicles in accordance with AFI 24-301, Vehicle Operations.

No record of disciplinary action (Letter of Reprimand [LOR] or Article 15) for:

Failure to exercise sound leadership principles, especially with respect to morale or welfare of subordinates; or

Engaging in an unprofessional or inappropriate relationship as defined in AFI 36-2909, Professional and Unprofessional

Relationships; or documented failures (LOA, LOR, or Article 15); or

Taking or failing to take action in situations, thereby exhibiting a lack of integrity; or

A violation of Article 107, false official statements, Uniform Code of Military Justice (UCMJ).

No convictions by a general, special or summary court-martial.

No Unfavorable Information File.

Never been convicted by a civilian court of a Category 1, 2, or 3 offenses, nor exceeded the accepted number of Category 4 offenses. Category 3 and 4 traffic offenses alone are not disqualifying. NOTE: Categories of offenses are described and listed in AFI 36-2002, Regular Air Force and Special Category Accessions, Uniform Guide List of Typical Offenses.

For retention of AFSC 35PX, the following are mandatory:

Specialty requires routine access to Tier 3 (T3) information, systems or similar classified environments. For award and retention of AFSC 35PX, completion of a current T3 Investigation IAW DoDM 5200.02\_AFMAN 16-1405, Air Force Personnel Security Program.

No recorded evidence of substance abuse, emotional instability, personality disorder, or other unresolved mental health problems.

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### **Eligibility Requirements**

- *Citizenship:* Must be a citizen of the United States.
- *Age:* For initial appointment as a line officer, applicant must be between 18 and 35 years of age (for every year of prior service experience, age can be waived up to age 40).

- *Physical/Medical Requirements:* Must be in good physical condition and be medically qualified in accordance with applicable Air Force and Air National Guard regulations.
  - *Security Requirements:* Must be able to meet applicable security requirements to hold appropriate security clearances (Secret/Top Secret).
  - *Education:* A baccalaureate or higher degree from an educational institution listed in the current Accredited Institutions of Postsecondary Education is required.
  - *Other:* Meet all other appointment requirements as established in ANGI 36-2005.
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### **Application Procedures:**

Complete **AF Form 24**, *Application for Appointment as a Reserve of the Air Force*, and **AF Form 2030**, *USAF Drug and Alcohol Abuse Certificate* (website: [www.e-publishing.af.mil](http://www.e-publishing.af.mil)).

Detailed resume of military and/or civilian work and educational experience. All breaks in employment and/or educational pursuit should be fully explained. (Short biographies are NOT acceptable.)

Air Force Officer Qualification Test (AFOQT) scores.

Copy of college transcripts from ALL colleges and universities attended. Summary transcripts are NOT acceptable.

Current Report of Individual Person (RIP)

Current Point Summary

Physical Fitness Scores

Copies of last three (3) Officer Performance Reports (OPRs)

Any DD Form 214, NGB Form 22, and discharge orders

**Complete applications must be received by close of business OPEN UNTIL FILLED to be eligible for consideration. Failure to provide all required documentation will result in elimination from further consideration.**

**Complete applications MUST be combined into one (1) single .pdf file format for submission. Other file formats such as: .pdf portfolios, .jpeg, .png, .tiff, will not be accepted. Please compile your application package documentation in the order listed above and create a single .pdf file. Please do not submit your application packages as individual .pdf pages. Please ensure all documents submitted are legible.**

**Application Submission: Email complete application packages to: Brandy Bullis, CIV**  
[julie.bullis@us.af.mil](mailto:julie.bullis@us.af.mil)

Please e-mail questions/concerns to Lt Col Timothy Dunagan  
[timothy.dunagan.2@us.af.mil](mailto:timothy.dunagan.2@us.af.mil)

***The Florida Air National Guard is an equal opportunity employer. Applicants will be selected for appointment through a quality oriented method of assessment which includes, but is not limited to, factors such as education, physical standards, experience, potential, motivation and moral qualifications.***