

# Instructor NCO Vacancies – 6 Oct 2020

**READ THIS FIRST: Please note that we operate in 3-week cycles, continuously, all year long. When one cycle ends, another begins. New applications must be approved by the date indicated to be eligible for referral in the current cycle. If you do not make the application cutoff for the current cycle, you will make the next one. Vacancies remain advertised until we have 4 names referred simultaneously, or the school makes a hiring decision. We post all actual or pending vacancies as soon as we know of them.**

## HOW TO APPLY:

Click here for the hiring and certification process: <http://www.airuniversity.af.mil/Holm-Center/AFJROTC/Display/Article/1067612/>

1. Meet the instructor applicant prerequisites (send all correspondences to [HQ-InstructorMgmt@afjrotc.com](mailto:HQ-InstructorMgmt@afjrotc.com))
2. Must have an approved instructor application on file at Holm Center/JRI five duty days prior to the close out date application must be completed and approved by COB 2 October 2020 for this close out date of 9 October 2020.

## TO SIGN-UP FOR A POSITION:

Notify the AFJROTC Instructor Management office **NLT COB 9 October 2020** by email at: [HQ-InstructorMgmt@afjrotc.com](mailto:HQ-InstructorMgmt@afjrotc.com) (please include full name, rank, phone number, and e-mail address)

Troops-to-Teachers Program: <http://www2.ed.gov/programs/troops/index.html>

Frequently Asked Questions about the Process

## HOW ARE APPLICANTS NOMINATED?

Following 9 October 2020, AFJROTC will nominate qualified applicants to school officials for interview. School officials are the interview and hiring authority. NOTE: We will continue to advertise the positions until the position is closed by the hiring authority.

## APPLICANT RESPONSIBILITY

**Applicants may volunteer for no more than four schools during a hiring cycle.** This restriction is placed due to the amount of administrative workload involved. Please do not volunteer for a particular vacancy unless you are available and willing to travel to the school for an interview. Travel requirements for an interview are at the applicant's expense. Applicants who are nominated, but fail to contact the school or fail appear for interview show insincerity unfavorable to the Air Force. Such applicants may be withdrawn from further consideration.

## HOW WILL I KNOW IF I AM NOMINATED?

AFJROTC will notify nominated applicants within 5-10 working days after the suspense date above---please be patient, the process takes time. Applicants will be provided a point-of-contact at the school and are responsible for making their interview arrangements.

## REMINDERS FOR INSTRUCTOR NOMINEES

Recommend you wear your service dress uniform to the interview; Remember, none of the information you send us is sent to the school. All they know about you is your name; take your resume, summary, copies of records, etc., with you; whatever you feel you need to sell yourself. Applicants are not authorized to contact school officials without first being approved by AFJROTC. If you are not contacted by 23 October 2020, you may assume you were not nominated for interview.

## \*NATIONAL DEFENSE CADET CORPS (NDCC) PROGRAM

NDCC program is virtually identical to JROTC except it is fully funded by schools that choose to pursue a JROTC unit without financial assistance from the Air Force. The school incurs all costs to include instructor salaries, uniforms, and daily operational expenses.

## NOTES FOR CURRENT AFJROTC INSTRUCTORS

Instructors must apply for specific vacancies within the transfer application window of 1 November to 30 April each school year. Current Instructors who are eligible to apply for transfer, may not apply for transfer outside of the application window. Instructors may not transfer prior to serving two full academic years with current unit, partial years do not count. Instructors who accept new positions must provide Holm Center/JRI a transfer AFJROTC Form 98 within 15 days per paragraph 17.1.9 and resign their current positions. Instructors may not contact school officials concerning vacancies unless specifically referred by Holm Center/JRI. **Instructors contacting school officials without referral may be considered ineligible for the position.** NOTE: Current instructors, who interview for, are offered, and decline a position may be ruled ineligible for transfer for one (1) school year.

Department of Defense Dependent Schools (DoDDS Schools): Due to the high-visibility locations, proficiency training required, and increased cost of Headquarters visits in overseas locations, all applicants for AFJROTC vacancies in DoDDS are limited to experienced AFJROTC instructors (current and prior instructors only). Current instructors must meet the transfer criteria as stated in AFJROTCI 36-2001 to be considered. Prior instructors must be in good standing and have received a satisfactory AFJROTC Form 98 from their previous school when they departed. Only those names screened, approved and referred to DoDDS by Holm Center/JRI are eligible for consideration. DoDDS also requires candidates to have a completed DoDDS application on file prior to consideration, the application may be completed via the DoDDS website.

NOTE: Anyone interested in a particular vacancy should not attempt working with the school directly until HQ AFJROTC officially refers them as an approved applicant. HQ AFJROTC's goal is to provide and maintain a fair and equitable nomination process so that any interested applicant has an equal chance at a particular vacancy. If it is determined that a particular applicant is circumventing this official process in an attempt to gain an advantage, that applicant may be rendered ineligible for that vacancy. HQ AFJROTC Instructor Management reserves the right to make that determination.

## **For Newly Hired Instructors Only**

JROTC Instructor Annual Certification of Pay and Data Form (DD Form 2767): <http://www.esd.whs.mil/Directives/forms>

JROTC Instructor Pay Certification Work Sheet for Entitlement Computation (DD Form 2754): <http://www.esd.whs.mil/Directives/forms>

**JOB ANNOUNCEMENT  
AEROSPACE SCIENCE INSTRUCTOR (ASI)**

Only those persons who meet the minimum qualifications as posted should apply.

UNIT #	HIGH SCHOOL	ADDRESS	CITY	STATE	ZIP	AVAILABLE	NOTES	POSTED
*AZ-20181	Monument Valley HS	US North Hwy 163 Mustang Blvd	Kayenta	AZ	86033	SY 20-21	11 Mnth Contract + \$5000 Stipend Subsidized Housing	13 Sept 2019
CA-011	Novato HS	625 Arthur St	Novato	CA	94947	SY 209-21	Supplement: Dental & Vision, Retirement, 186 work days, additional stipend may be granted	11 Aug 2020
CA-20053	William J. Knight HS	37423 70 <sup>th</sup> St East	Palmdale	CA	93552	SY 20-21	12 Mnth Contract;\$4000 Stipend;Health and Retirement Benefits	28 July 2020
CA-20133	Cordova HS	2239 Chase Dr	Rancho Cordova	CA	95670	SY 20-21		21 Aug 2020
*CA-20141	Beaumont HS	39139 Cherry Valley Blvd	Beaumont	CA	92223	SY 20-21		18 Feb 2020
CA-20201	Union Mine HS	6530 Koki Ln	El Dorado	CA	95623	SY 20-21		13 Mar 2020
CA-871	Canyon Springs HS	23100 Cougar Canyon Dr	Moreno Valley	CA	92557	SY 20-21	Re-advertised	19 May 2020
*CA-882	Crescenta Valley HS	2900 Community Ave	La Crescenta	CA	91214	ASAP	Supplement offered + pay above MIP based on education & teaching experience. Add'l supplement for Ground School Instructor Qualification	16 Dec 2019
CO-20141	Glenwood Springs HS	1521 Grand Ave	Glenwood Springs	CO	81601	SY 20-21		30 June 2020
FL-9311	Hialeah HS	251 East 47 Street	Hialeah	FL	33013	SY 20-21		18 Aug 2020
GA-052	Wheeler HS	375 Hold Rd	Mariatta	GA	30068	SY 20-21	STIPEND \$3357.18; Pay Above MIP \$ 4710.00	18 Dec 2019
GA-20133	Meadowcreek HS	4455 Steve Reynolds Rd.	Norcross	GA	30093	SY 20-21	12 Mnth Contract; \$3600 minimum annual stipend	2 April 2020
GA-20061	Carrollton HS	201 Trojan Dr.	Carrollton	GA	20117	SY 20-21	12 Mnth Contract	22 Jan 2020
GA-20171	Dacula HS	123 Broad St	Dacula	GA	30019	SY 20-21	Additional Position; 12 Mnth Contract; \$2893.00 Stipend	28 Aug 2020
GA-911	Lovejoy HS	1587 McDonough Rd	Hampton	GA	30228	SY 20-21	11Mnth Contract	19 May 2020
IL-981	Alton HS	4200 Humbert Road	Alton	IL	62002	SY 20-21	11 Mnth Contract; \$2669.00 Stipend; Supplemental Benefits Offered	22 Sep 2020
IN-041	Lowell Senior HS	2051 E. Commercial Ave	Lowell	IN	46356	SY 20-21	11 Mnth contract; Stipend Pay Above MIP varies yrly – equal to teachers; Pay Above MIP based on experience; Supplemental Benefits	12 Nov 2019
IN-20011	Terre Haute North Vigo HS	3434 Maple Ave	Terre Haute	IN	47804	SY 20-21	Available June 2020; \$1000 Stipend; Supplemental Benefits Offered	20 Dec 2019
*IN-20041	Merrillville HS	276 East 68 <sup>th</sup> Place	Merrillville	IN	46410	ASAP		6 Feb-2020

UNIT #	HIGH SCHOOL	ADDRESS	CITY	STATE	ZIP	AVAILABLE	NOTES	POSTED
KY-20004	Henry County HS	1120 Eminence Road	New Castle	KY	40050	SY 20-21		17 July 2020
LA-932	Destrehan HS	1 Wildcat Lane	Destrehan	LA	70047	SY 20-21	10 Mnth contract plus stipend of 2.5% to 5% of base salary; Advertising for both Officer/NCO	19 June 2020
LA-20022	Carroll Magnet HS	2939 Renwick St	Monroe	LA	71201	SY 20-21	\$5000 Stipend	18 Sep 2020
MA-951	Peabody Veterans Memorial HS	485 Lowell St	Peabody	MA	01960	SY 20-21	Re-advertised: \$1700 annual stipend	10 July 2020
MA-20201	Greater Lowell Technical City HS	250 Pawtucket Blvd	Tyngsborough	MA	01879	ASAP	Re-advertised	18 Aug 2020
MN-20141	North Branch HS	38175 Grand Ave	North Branch	MN	55106	ASAP	\$5000 Stipend; Pay Above MIP 2% , BA 4%, MA 6%; Supplemental Benefits Offered	8 May 2018
NC-081	Vance County HS	925 Garrett Rd	Henderson	NC	27537	SY 20-21	Re-advertised; \$2500 Annual supplement	18 Sep 2020
NC-946	Ralph L. Fike HS	500 Harrison Dr	Wilson	NC	27893	SY 20-21		15 Sep 2020
ND-20201	Williston HS	507 1 <sup>st</sup> Street East	Williston	ND	58801	SY 20-21		13 Feb 2020
NJ-20091	Vineland HS-North Campus	3010 East Chestnut Avenue	Vineland	NJ	08361	SY 20-21	10 Mnth Contract; STIPEND \$7,253; Pay Above MIP and Other Supplements.	3 Feb 2020
OH-20062	Green HS	1474 Boettler Road	Green	OH	44232	SY 20-21		29 Sep 2020
OH-20202	Austintown Fitch HS	4560 Falcon Drive	Austintown	OH	44515	SY 20-21		13 Mar 2020
OH-20201	Xenia HS	303 Kinsey Rd	Xenia	OH	45385	ASAP		7 Jan 2020
OK-20151	Broken Arrow Senior HS	1901 E. Albany	Broken Arrow	OK	74012	SY 20-21	11 Mnth Contract; Teachers Retirement	7 Aug 2020
PA-20141	Norwin HS	251 McMahon Dr	North Huntingdon	PA	15642	SY 20-21		8 Sep 2020
PA-20172	Muhlenberg HS	400 Sharp Ave	Reading	PA	19605	SY 20-21	11 Mnth Contract; \$5400 stipend; PA State Retirement	15 May 2020
PA-941	Marion Center HS	22800 Rt 403 Hwy N.	Marion Center	PA	15759	SY 20-21	Health Insurance and Retirement	22 Jan 2020
SC-063	Berkeley HS	406 West Main St	Moncks Corner	SC	29461	SY 20-21	12 Mnth Contract; Position available 1 Jan 2021	21 Aug 2020
SC-20023	Blue Ridge HS	2151 Fews Chapel Rd	Greer	SC	29651	SY 20-21	12 Mnth contract; \$70.00 stipend	21 July 2020
TN-20051	Liberty Technology Magnet HS	3470 Ridgecrest Rd Extended Field House	Jackson	TN	38305	SY 20-21	\$8000 stipend	28 July 2020
TX-20055	Central HS	9450 Ray White Rd	Keller	TX	76248	SY 20-21	11 Mnth contract; \$2040.00 stipend	22 May 2020
TX-20092	Kingwood Park HS	4015 Woodland Hills	Kingwood	TX	77339	SY 20-21	11 Mnth contract; \$5000.00 stipend	16 June 2020
TX-942	Del Valle HS	5201 Ross Road	Del Valle	TX	78617	SY 20-21	11 Mnth contract; \$2100.00 stipend	6 Oct 2020
TX-957	Cedar Hill HS	#1 Longhorn Blvd	Cedar Hill	TX	75104	SY 20-21		4 Sep 2020
UT-20061	Dixie HS	350 E 700 S	St George	UT	84770	SY 20-21	12 Mnth contract; \$3000.00 stipend; supplemental benefits	6 Oct 2020
UT-20171	Wasatch HS	930 S. 500 East	Heber	UT	84032	SY 20-21	11 Mnth Contract; dental benefits; state retirement plan	19 May 2020
UT-20201	Utah Military Academy-Camp Williams Campus	3901 W Waterbury Dr	Lehi	UT	84043	SY 20-21	3 <sup>rd</sup> Additional Position	21 Aug 2020

Last Updated 6 Oct 2020

\* Indicates positions advertised for both Officer or NCO