



**DEPARTMENT OF THE AIR FORCE**  
**AIR FORCE RESERVE COMMAND**

21 Jul 15

MEMORANDUM FOR 5 SOS APPLICANTS

FROM: 5 SOS/CC

SUBJECT: Application for 5 SOS Reserve Positions

1. Thank you for your interest in the 5th Special Operations Squadron (5 SOS). To submit your application, please review and follow Attachments 1-7.
2. The 5 SOS is located at both Duke Field and Hurlburt Field, Florida and is part of the 919th Special Operations Wing, a USAF Reserve unit headquartered at Duke Field, Florida. 5 SOS members participate as U-28 Instructor Pilots (IPs) and Instructor Combat Systems Officers (ICSOs); AC-130U Instructor Pilots, Instructor Flight Engineers, Instructor Navigators, Instructor Electronic Warfare Officers, Instructor Fire Control Officers, Instructor Sensor Operators and Instructor Special Mission Aviators; MC-130H Instructor Pilots, Instructor Flight Engineers, Instructor Navigators, Instructor Electronic Warfare Officers, and Instructor Loadmasters and as IPs and Instructor Special Mission Aviators (SMA) on fixed-wing aircraft in the Air Force Special Operations Air Warfare Center (AFSOAWC) for the Non-Standard Aviation (NSAv)(C-146) and Combat Aviation Advisor (CAA)(C-145) programs. The 5 SOS also has positions for Aviation Resource Management personnel (1C0 AFSC), Knowledge Operations Managers (3D0), Personnelists (3S0) and Education and Training Managers (3S2). For more information on the 5th Special Operations Squadron, see: <http://www.919sow.afrc.af.mil/library/factsheets/factsheet.asp?id=16212>
3. Personnel assigned to the 5 SOS are Traditional Reservists (TRs), Air Reserve Technicians (ARTs) or Active Guard/Reserves (AGRs). ARTs and AGRs are full time reservists, while TRs are part time reservists. The 5 SOS currently has 2 AGR positions (12S3M – U-28 CSO). All other full time positions are ARTs.
4. Applicants should submit the entire application package in one Adobe (pdf) file to [5sos.recruiting@us.af.mil](mailto:5sos.recruiting@us.af.mil).
5. Please see the attached documents for further information, points of contact, and package submission guidance.

RAYMOND A. ROSZKOWSKI, Lt Col, USAFR  
Commander

Attachments:

1. 5 SOS Participation & Residency Requirements
2. U-28 Program Information & Requirements
3. AC-130U Program Information & Requirements
4. MC-130H Program Information & Requirements
5. CAA Program Information & Requirements
6. C-146 Program Information & Requirements
7. Who Should Apply?
8. How to Apply

## 5 SOS Participation & Residency Requirements:

### AIRCREW

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Traditional Reservists assigned to the 5 SOS are expected to perform as instructors on a minimum of five student events per month (flights, simulators, or classroom instruction). Student events are normally conducted on weekdays, and sortie lengths preclude instructors from flying more than one student sortie per day. In addition to the five student events, members are expected to attend the monthly Unit Training Assembly (UTA) weekend (two days per month). Members must also maintain currency on various ground training requirements, which requires an average of ten days per year.

Because 5 SOS reservists participate in the Active Duty mission of the Air Force Special Operations Air Warfare Center (AFSOAWC), the vast majority of duty is performed on weekdays, not weekends. This can cause conflicts with a member's civilian job, so it is important that interested personnel discuss potential scheduling conflicts with their civilian employer prior to applying to join the unit.

Student sorties may have a show time as early as 0500, so members should always plan to be in the local area for required crew rest periods before student sorties. Night student sorties may have a release time as late as 0300, so members should not plan to perform a full day's civilian employment the day after a night sortie.

Because of greater than normal participation, the 5 SOS will give hiring preference to individuals currently residing in, or willing to move to, the local area of Hurlburt Field, FL. If you choose to live outside the local area, you are expected to meet the same participation minimums and will have to arrange your own travel to and from Hurlburt Field. The local area is defined as Escambia, Santa Rosa, Okaloosa, Walton, and Bay Counties.

### NON-AIRCREW

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Members in non-aircrew positions are expected to attend monthly UTAs and perform two weeks of active duty (Annual Training) at Hurlburt Field each fiscal year. Members in non-aircrew positions are also encouraged to live locally. Because 5 SOS reservists participate in the Active Duty mission of the AFSOAWC, the vast majority of squadron activity occurs on weekdays, not on UTA weekends. Members in non-aircrew positions will be expected to participate in at least 24 days per year in addition to UTA weekends.

**NOTE:** Non-aircrew members who have not completed formal training in their AFSC must complete the training within one year of their gain date into the 5 SOS.

## U-28 Program Information & Requirements:

### Initial Training & Qualification:

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#### **Instructor Pilots (IPs):**

The typical training period for a U-28 IP is 16-24 months from class start date, during which time Traditional Reservists will be in Active Duty status at Hurlburt Field and must be on leave of absence from any civilian employment. Two or three 60-day OCONUS deployments are included in the initial qualification.

#### **Instructor Combat Systems Operators (ICSOs):**

The typical training period for a U-28 ICSO is 12-18 months from class start date, during which time Traditional Reservists will be in Active Duty status at Hurlburt Field and must be on leave of absence from any civilian employment. Two or three 60-day OCONUS deployments are included in the initial qualification.

### Experience/Other Requirements:

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- ✓ Applicants must have completed Undergraduate Pilot Training or Undergraduate Navigator Training (or other-service equivalent)
- ✓ Applicants must have experience in a military aircraft
- ✓ Applicants must weigh 195 or less and have a consistent PT score of 85 or higher

**NOTE - Flying Evaluation Boards (FEB):** Rated members of the Regular Air Force, Air Force Reserve or Air National Guard who have not been on an Aeronautical Order (AO) within the last eight years must be approved to return to fly via a FEB IAW [AFI 11-402, Chapter 4](#). Generally, this will add several months to the application and hiring process. In such cases, the 5 SOS is willing to consider only very highly qualified and experienced instructors with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), but the 5 SOS requires all applicants who need an FEB to review AFI 11-402, Chapter 4 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required FEB paperwork prior to taking further action to gain the member.

**NOTE - Aeronautical Review Boards (ARB):** Aviators from other services applying for flying positions in the 5 SOS must have their aeronautical ratings transferred to USAF aeronautical ratings [IAW AFI 11-402, Chapter 2](#). Generally, this will add several months to the application and hiring process. Unless the member is a very highly qualified and experienced instructor with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), the 5 SOS will not accept applications from members without a USAF Aeronautical Rating unless the member has actively flown military aircraft within the last eight years. In such cases, the 5 SOS requires all other-service applicants who need an ARB to review AFI 11-402, Chapter 2 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required ARB paperwork prior to taking further action to gain the member.

## AC-130U Program Information & Requirements:

### Initial Training & Qualification:

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**Instructor Pilots (IPs), Instructor Flight Engineers (IFE), Instructor Navigators (IN), Instructor Electronic Warfare Officers (IEWO), Instructor Fire Control Officers (IFCO), Instructor Sensor Operators (ISO) and Instructor Loadmasters and Gunners (ILM):**

Currently, no programmed flight training exists for AC-130U flying positions. Thus, applicants must be current and qualified AC-130U/AC-130H crew members (or previously qualified).

### Experience/Other Requirements:

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- ✓ Applicants must have completed Undergraduate Pilot Training or Undergraduate Navigator Training (or other-service equivalent)
- ✓ Applicants must be currently (or previously) qualified AC-130U/AC-130H crewmembers

**NOTE - Flying Evaluation Boards (FEB):** Rated members of the Regular Air Force, Air Force Reserve or Air National Guard who have not been on an Aeronautical Order (AO) within the last eight years must be approved to return to fly via a FEB IAW [AFI 11-402, Chapter 4](#). Generally, this will add several months to the application and hiring process. In such cases, the 5 SOS is willing to consider only very highly qualified and experienced instructors with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), but the 5 SOS requires all applicants who need an FEB to review AFI 11-402, Chapter 4 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required FEB paperwork prior to taking further action to gain the member.

**NOTE - Aeronautical Review Boards (ARB):** Aviators from other services applying for flying positions in the 5 SOS must have their aeronautical ratings transferred to USAF aeronautical ratings [IAW AFI 11-402, Chapter 2](#). Generally, this will add several months to the application and hiring process. Unless the member is a very highly qualified and experienced instructor with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), the 5 SOS will not accept applications from members without a USAF Aeronautical Rating unless the member has actively flown military aircraft within the last eight years. In such cases, the 5 SOS requires all other-service applicants who need an ARB to review AFI 11-402, Chapter 2 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required ARB paperwork prior to taking further action to gain the member.

## MC-130H Program Information & Requirements:

### Initial Training & Qualification:

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#### **Instructor Pilots (IPs), Instructor Flight Engineers (IFE), Instructor Navigators (IN), Instructor Electronic Warfare Officers (IEWO), and Instructor Loadmasters (ILM):**

Currently, no programmed flight training exists for MC-130H flying positions. Thus, applicants must be current and qualified MC-130H crew members (or previously qualified).

### Experience/Other Requirements:

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- ✓ Applicants must have completed Undergraduate Pilot Training or Undergraduate Navigator Training (or other-service equivalent)
- ✓ Applicants must be currently (or previously) qualified MC-130H crewmembers

**NOTE - Flying Evaluation Boards (FEB):** Rated members of the Regular Air Force, Air Force Reserve or Air National Guard who have not been on an Aeronautical Order (AO) within the last eight years must be approved to return to fly via a FEB IAW [AFI 11-402, Chapter 4](#). Generally, this will add several months to the application and hiring process. In such cases, the 5 SOS is willing to consider only very highly qualified and experienced instructors with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), but the 5 SOS requires all applicants who need an FEB to review AFI 11-402, Chapter 4 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required FEB paperwork prior to taking further action to gain the member.

**NOTE - Aeronautical Review Boards (ARB):** Aviators from other services applying for flying positions in the 5 SOS must have their aeronautical ratings transferred to USAF aeronautical ratings [IAW AFI 11-402, Chapter 2](#). Generally, this will add several months to the application and hiring process. Unless the member is a very highly qualified and experienced instructor with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), the 5 SOS will not accept applications from members without a USAF Aeronautical Rating unless the member has actively flown military aircraft within the last eight years. In such cases, the 5 SOS requires all other-service applicants who need an ARB to review AFI 11-402, Chapter 2 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required ARB paperwork prior to taking further action to gain the member.

## CAA Program Information & Requirements:

### Initial Training & Qualification:

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#### **Instructor Pilots (IPs) & Instructor Special Mission Aviators (ILMs):**

The typically training period for a fixed wing CAA IP or ILM is 12-14 months from class start date, during which time Traditional Reservists will be in Active Duty status at Duke Field and must be on leave of absence from any civilian employment. The CAA flight is only hiring into the IP and ILM positions.

Individuals that are not already qualified as CAA and still wish to join the 5 SOS CAA flight may experience long waiting periods between training courses and there is no guarantee that members can remain in a paid duty status between training courses.

### Experience/Other Requirements:

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- ✓ Applicants must have completed Undergraduate Pilot Training or Undergraduate Navigator Training (or other-service equivalent)
- ✓ Applicants must have prior IP or ILM experience in a military, fixed-wing aircraft
- ✓ Applicants must have a consistent PT score of 85 or higher (NOTE: CAA personnel undergo a rigorous physical training and survival program as part of their initial qualification)
- ✓ Applicants (Special Mission Aviators) must have CCAF degree or a minimum of an Associate's Degree at a Regionally/Nationally credited college
- ✓ Applicants will be required to complete MOIC (Methods of Instruction Course) online within 2 years of being hired

**NOTE - Flying Evaluation Boards (FEB):** Rated members of the Regular Air Force, Air Force Reserve or Air National Guard who have not been on an Aeronautical Order (AO) within the last eight years must be approved to return to fly via a FEB IAW [AFI 11-402, Chapter 4](#). Generally, this will add several months to the application and hiring process. In such cases, the 5 SOS is willing to consider only very highly qualified and experienced instructors with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), but the 5 SOS requires all applicants who need an FEB to review AFI 11-402, Chapter 4 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required FEB paperwork prior to taking further action to gain the member.

**NOTE - Aeronautical Review Boards (ARB):** Aviators from other services applying for flying positions in the 5 SOS must have their aeronautical ratings transferred to USAF aeronautical ratings [IAW AFI 11-402, Chapter 2](#). Generally, this will add several months to the application and hiring process. Unless the member is a very highly qualified and experienced instructor with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), the 5 SOS will not accept applications from members without a USAF Aeronautical Rating unless the member has actively flown military aircraft within the last eight years. In such cases, the 5 SOS requires all other-service applicants who need an ARB to review AFI 11-402, Chapter 2 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required ARB paperwork prior to taking further action to gain the member.

## C-146 Program Information & Requirements:

### Initial Training & Qualification:

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#### **Instructor Pilots (IPs):**

The typical training period for a C-146 IP is one month in Toronto and two months at Cannon AFB, NM, until the school house stands up at Duke Field, FL (~Jul 16). During training, Traditional Reservists will be in Active Duty status and must be on leave of absence from any civilian employment. Following initial training, pilots are required to complete 100 hours of flying before being sent to Instructor Pilot Upgrade (IPUG).

#### **Instructor Special Mission Aviators (ISMA):**

The typical training period for a C-146 ISMA is 4 months, if not a previous Special Mission Aviator. Training consists of two months at Lackland AFB, TX for the Aircrew Fundamentals Course (not required for 1A9XX or 1A2XX aircrew) and two months at Cannon AFB, NM, until the school house stands up at Duke Field, FL (~Jul 16). During training, Traditional Reservists will be in Active Duty status and must be on leave of absence from any civilian employment. Following initial training, SMAs are required to complete 100 hours of flying before being sent to Instructor Loadmaster Upgrade (ILUG).

### Experience/Other Requirements:

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- ✓ Applicants must have completed Undergraduate Pilot Training or Undergraduate Navigator Training (or other-service equivalent)
- ✓ Applicants must have IP or IL experience in a military aircraft
- ✓ Applicants (ISMAs) must have a CCAF degree/Associate's Degree from a Regionally/Nationally accredited college
- ✓ Applicants (ISMAs) will be required to complete Methods of Instruction Course (MOIC) within a year of being hired

**NOTE - Flying Evaluation Boards (FEB):** Rated members of the Regular Air Force, Air Force Reserve or Air National Guard who have not been on an Aeronautical Order (AO) within the last eight years must be approved to return to fly via a FEB IAW [AFI 11-402, Chapter 4](#). Generally, this will add several months to the application and hiring process. In such cases, the 5 SOS is willing to consider only very highly qualified and experienced instructors with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), but the 5 SOS requires all applicants who need an FEB to review AFI 11-402, Chapter 4 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required FEB paperwork prior to taking further action to gain the member.

**NOTE - Aeronautical Review Boards (ARB):** Aviators from other services applying for flying positions in the 5 SOS must have their aeronautical ratings transferred to USAF aeronautical ratings [IAW AFI 11-402, Chapter 2](#). Generally, this will add several months to the application and hiring process. Unless the member is a very highly qualified and experienced instructor with unique skill sets (e.g. language qualification, extensive foreign area experience or a wide-ranging SOF background), the 5 SOS will not accept applications from members without a USAF Aeronautical Rating unless the member has actively flown military aircraft within the last eight years. In such cases, the 5 SOS requires all other-service applicants who need an ARB to review AFI 11-402, Chapter 2 prior to an interview. After the interview, the 5 SOS will require the member to prepare and submit all required ARB paperwork prior to taking further action to gain the member.

## Who Should Apply?

The 5 SOS welcomes applications from current members of the USAF Reserve, ANG, Regular AF (Active Duty), and other-service Regular (Active Duty) and Reserve components. *(Please note that USAF Reserve programs allowing Retired USAF members to join the USAF Reserve have been deactivated by the AF Reserve Command. Also, current rules do not allow other-service retirees to apply.)*

### **Current AF Reserve/ANG/other-Reserve members:**

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- ✓ O-3s and below who have not been deferred (non-selected) for promotion to the next higher grade
- ✓ O-4s who have not been twice deferred (non-selected) for promotion to the next higher grade
- ✓ O-5s with less than 25 years TFCS (Total Federal Commissioned Service)

### **Current Regular AF or other-service (Active Duty) members:**

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- ✓ O-4s and below who have not been twice deferred (non-selected) for promotion to the next higher grade (unless the member has instructor experience in a 5 SOS aircraft)
- ✓ O-5s with less than 25 years TFCS (Total Federal Commissioned Service)

**NOTE – Warrant Officers:** Warrant Officers applying for IP or ICSO positions must be able to secure a USAFR commission. See <http://www.au.af.mil/au/holmcenter/OTS/BOT/botapply.asp> for eligibility requirements. Members will (generally) have to be less than 34 years of age.

**NOTE – Warrant Officers & Enlisted Personnel:** Other-service Warrant Officers and Enlisted personnel must have previous experience in the other-service equivalent of the Air Force Specialty Code (AFSC) (i.e. Pilot, Navigator, Loadmaster) for which they apply.

**NOTE - Mandatory Separation Date (MSD) Waivers:** The 5 SOS is not accepting applications from members who will require TFCS or MSD waivers (For O-5s, MSD is 28 years TFCS; for O-4s, MDS is 20 years TFCS).

**NOTE - Promotion Non-selects:** Members twice deferred for promotion to O-4 or O-5 in the Regular component can apply if they meet TFCS limits. Members twice deferred for promotion to O-4 or O-5 in both the Regular component and the Reserve component (including deferrals while in the Inactive Ready Reserve or “IRR”) cannot apply as they are not eligible for reappointment into the USAF Reserve.

## How to Apply:

### Application Checklist:

Document	Aircrew	Non-aircrew
1	X	X
2	X	X
3	X	X
4	X	
5	X	
6	X	
7	X	X
8	X	X
9	X	X
10	X	X

**NOTE – Other-service Applicants:** Other-service applicants must submit their respective other-service equivalent forms in lieu of the OPR/EPR, AF Form 5, AF Form 942, AF Form 8, Fit-to-Fight Scores, and Data Verification Brief.

**NOTE – Documented Disciplinary Actions:** Other than applicable Referral OPRs, Training Reports, or official rebuttals, applicants should not submit disciplinary action paperwork with the application. Applicants with previously documented disciplinary actions (including, but not limited to, Referral OPRs, Article 15s, LORs & UIFs) should inform the respective 5 SOS recruiting POC. Any paperwork associated with the disciplinary action must be submitted separately, via e-mail directly to the 5 SOS/CC for review.

**\*NOTE – CCAF Degree Completion Plan:** FOR AIRCREW ONLY. Aircrew (ISMA) must have a CCAF degree or a minimum of an Associate's Degree from a regionally/nationally accredited college, before being hired in the 5 SOS.

### Submission:

Submit a complete package in one Adobe (pdf file) to: [5SOS.recruiting@us.af.mil](mailto:5SOS.recruiting@us.af.mil).

Electronic submissions are strongly preferred, but members may also mail applications to:

5 SOS Recruiting  
BLDG 91039  
589 Independence Rd  
Hurlburt Field, FL, 32544

Interviews are generally conducted on Unit Training Assembly (UTA) weekends. UTA weekends are generally the first weekend of each month. To confirm dates of UTA weekends, contact one of the POCs listed below:

- U-28: Maj Scott Hardman (5SOS.recruiting@us.af.mil) 850-881-4918/DSN 641-4918
- CAA: Maj Jeremy Nolting (5SOS.recruiting@us.af.mil) 850-883-6220/DSN 579-6220
- AC-130U: Maj Fred Poindexter (5SOS.recruiting@us.af.mil) 850-881-5154/DSN 641-5154
- MC-130H: Maj Timothy Smith (5SOS.recruiting@us.af.mil) 850-881-3940/DSN 641-3940
- C-146: Maj Austin White (5SOS.recruiting@us.af.mil) 850-883-0656/DSN 875-0656