The Secretary General of ICAO is head of the Secretariat and chief executive officer of the Organization responsible for general direction of the work of the Secretariat. The Secretary General provides leadership to a specialized international staff working in the field of international civil aviation. The Secretary General serves as the Secretary of the Council of ICAO and is responsible to the Council as a whole and, following established policies, carries out the duties assigned by the Council, and makes periodic reports to the Council covering the progress of the Secretariat activities.

The Secretariat consists of five main divisions: the Air Navigation Bureau, the Air Transport Bureau, the Technical Co-operation Bureau, the Legal Affairs and External Relations Bureau, and the Bureau of Administration and Services. The Secretary General is also directly responsible for the management and effective work performance of the activities assigned to the Office of the Secretary General relating to Finance, Evaluation and Internal Audit, Communications, and seven Regional Offices.

The Council of ICAO first appointed Dr. Fang Liu (China) as Secretary General of the Organization for a three-year term, from 1 August 2015 to 31 July 2018. Dr. Liu was reappointed by the Council for a consecutive three year term on 16 March 2018.