



International Civil Aviation Organization

African Flight Procedure Programme

Fourth meeting of the AFPP Steering Committee

(AFPP SC/4)

20-21 April 2017

Abidjan, Cote d'Ivoire

Attachment C

INTERNATIONAL CIVIL AVIATION ORGANIZATION

TECHNICAL COOPERATION PROGRAMME

JOB DESCRIPTION

Programme:	African Flight Procedure Programme (AFPP)
Duty Station:	Dakar, Senegal
Post Title:	Programme Manager
Starting date:	1 June 2017
Duration:	36 months

Qualification Requirements:

- Advanced university degree in business administration or public administration or equivalent management and business experience;
- At least 10 years operational experience (pilot or Air Traffic Controller) with a good understanding of instrument flight procedure design process. A working knowledge of the Operational Approval and Airspace Design processes is highly desirable;
- Knowledge in aeronautical data quality and trajectories' publication;
- At least 5 years aviation management experience;
- Knowledge of the ICAO GANP and ASBUs, as well as the Performance-based Navigation (PBN) concept, objectives and supporting ICAO provisions and guidance;
- Ability to work and coordinate with civil aviation officials at all levels, as well as industry, regional and sub-regional groups, to accomplish the goals of the Programme;
- Ability to successfully lead major projects under a team structure; Experience in team management with the ability to foster and maintain harmonious, positive working relationships in an multi-national environment; and
- Oral and written command of the French and English Languages.

Major Duties and Responsibilities:

Under the direction of the Director, Air Navigation Bureau, and ICAO PBN Programme Manager Office and ESAF and WACAF Regional Offices for technical and operational matters, and in cooperation with ASECNA, the national counterparts of Active Participating and User States and other programme personnel;

- Work with ICAO, ASECNA and the participating States to manage the AFPP Office and conduct operations, including development of office capability and processes;
- Be responsible for all aspects of operations and management of the AFPP to include program coordination functions, personnel resourcing and training, office software and automation implementation, work plans, travel, and budget;
- Coordinate, develop and provide specific activities as detailed in the Programme Document as follows:
 - a) Assistance to develop or improve PBN National Implementation Plan;
 - b) Assistance States to develop Business Plan for PBN implementation;
 - c) Assistance to States on Regulatory framework for States that have no internal capability;
 - d) Training and support for local airspace and procedure designers;
 - e) Design and implementation of Instrument flight procedures for those States without procedure design capability focusing on PBN flight procedures;
 - f) Training and support about quality assurance process (ICAO Doc 9906) including regulatory process to approve procedures;
 - g) Assistance for PBN training for ATC and ATM staff; and
 - h) Training and support on operational approval for aircraft operators.
- Perform frequent coordination at all levels with ICAO Head Office, ESAF and WACAF regional offices, other FPP offices, sub-regional groups, International Organizations and States on issues related to FPP operations;
- Foster positive relationships and cooperation among assigned staff, international experts, seconded officers and CAA officers;
- Identify, and develop programme resources with TCB support;
- Report on a regular basis to the ICAO Offices Regional Director, Air Navigation Bureau on the progress of the FPP to include:
 - a) Programme Status (Interim or Full Operational Capability, status of resources, budget, etc...);
 - b) Accomplishments (since last report);
 - c) Objectives for the next reporting period; and
 - d) Other (new requirements, concerns, issues, etc.).
- Perform other related duties as required.