International Civil Aviation Organization
Secondment Opportunity

POSITION INFORMATION

Post Title:	Air Transport Officer (Economic Policy)	Duration of Secondment:	2-years
Grade Level:	P-3	Deadline for applications:	
Duty Station:	Montréal, Canada	Date for entry on duty:	

THE ORGANIZATIONAL SETTING

The Air Transport Bureau (ATB) carries out activities under the Organization's Strategic Goals: *Every flight is safe and secure*; *Aviation delivers seamless, accessible, and reliable mobility for all*; *Aviation is environmentally sustainable*; and *The economic development of air transport assures the delivery of economic prosperity and societal well-being for all*. It is responsible for the provision of expert assistance required by the Assembly, Council, Air Transport Committee (ATC), Aviation Security Committee (ASC), Committee on Joint Support of Air Navigation Services (JSC), Committee on Aviation Environmental Protection (CAEP) and the specialized conference, divisional, panel and working group meetings related to the programmes of ATB.

The Economic Regulatory Framework Section (ERF) in ATB is one of the Sections charged with delivering results with respect to ICAO's Strategic Goal - *The economic development of air transport assures the delivery of economic prosperity and societal well-being for all*. The Section is responsible for establishing policies and guidance on economic regulation, infrastructure management and economics of aviation activities, including taxation and user charges; developing policies and guidance to facilitate access to funding for aviation infrastructure and financing of air transport operations; harmonizing air transport policy framework through cooperation amongst the aviation community and all aviation stakeholders; and monitoring regulatory and industry developments in international air transport. The Section's work programmes also aim to enhance transparency of international air transport, and to facilitate and reduce costs for States in performing their regulatory functions, for example, by providing a central meeting place (i.e. ICAO Air Services Negotiation Event (ICAN)) to conduct multiple air services negotiations or consultations.

The incumbent reports directly to Chief, ERF, with whom s/he consults on complex technical issues, when required, on the project's progress, as well as on priorities and delivery timelines.

MAJOR DUTIES AND RESPONSIBILITIES

Function 1 (incl. Expected results)

Contributes to developing air transport policy and guidance material on economic regulation of international air transport, achieving results such as:

- Support the updating of ICAO's Policy and Guidance Material on the Economic Regulation of International Air Transport (Doc 9587) and the Manual on the Regulation of International Air Transport (Doc 9626).
- Conduct research on key issues for the formulation of policy guidance, where required, to facilitate liberalization of international air transport regulation.
- Provide Secretariat service and assistance to the Air Transport Regulation Panel (ATRP) and its working group(s).
- Draft working papers or other documents relating to international air transport regulation for presentation to relevant ICAO bodies, including policy-making conferences, Council, Air Transport Committee and technical panels.

Function 2 (incl. Expected results)

Monitors and analyses regulatory developments in economic regulation of air transport, achieving results such as:

- Contribute to and update databases on economic regulation, air services agreements, and on States policies on airline ownership and control, airline ownership structure/organization, etc.
- Conduct analysis of air transport industry developments and business models through press reports and national statistics, with a view to enhancing the coverage and quality of ICAO databases.

- Perform research on areas such as bilateral and multilateral air services agreements, air carrier ownership and control, consumer protection, fair competition, and taxation.
- Maintains the public website up-to-date with relevant information.

Function 3 (incl. Expected results)

Contributes to raising awareness and to the implementation of ICAO's policies and guidance materials, achieving results such as:

- Compile, validate and analyse State survey responses to identify regulatory practices, implementation trends, challenges and needs for further guidance or support.
- Prepare analytical reports summarizing survey findings, highlighting key issues and drawing conclusions to inform ICAO's policy and guidance development.
- Contribute technical input to working papers, briefings and presentations for ICAO panels, governing bodies and air transport meetings, drawing on survey findings.
- Identify priorities for further research, capacity development and implementation support based on the needs and challenges reported by States.

Function 4 (incl. Expected results)

Assists in preparation, implementation and monitoring of specific projects funded by the Voluntary Air Transport Fund and other extra-budgetary resources, achieving results such as:

- Support in the development and design of documentation for specific projects related to the Air Transport Fund.
- Prepare concept and detailed proposals to implement projects recommended by the Worldwide Air Transport Conference.
- Ensure that the projects meet timelines, expectations and budget.
- Contribute to the update of the information on the website of the Air Transport Fund.

Function 5 (incl. Expected results)

Performs other related duties, as assigned.

IMPACT OF THE OUTCOME OF THE POSITION

The outcomes of this position support ICAO's Strategic Goal on the Economic Development of Air Transport by contributing to research and studies that inform the development and implementation of ICAO policies and guidance in the area of international air transport regulation. The position supports Member States by strengthening ICAO's capacity to examine evolving economic and regulatory issues and to respond to emerging priorities in a timely and coordinated manner.

The position is particularly timely in light of new and expanded tasks arising from the 42nd Session of the ICAO Assembly (A42), as well as the preparation, conduct and follow-up implementation of the Seventh Worldwide Air Transport Conference (ATConf/7). Through its research and substantive support functions, the position contributes to the effective preparation of the Conference and supports the implementation of its outcomes, thereby reinforcing ICAO's role in advancing global air transport economic development.

WORK RELATIONS AND CONTACT

Title and level	Purpose
a) Inside the Organization • Colleagues in ERF including the Chief of Section	Enquiries, guidance and interactions in carrying out, and accomplishing assigned tasks.
• Colleagues in other departments and Bureaus	Responses to enquiries and inputs in relevant areas of economic development of air transport strategic goal.
• Working of Air Transport Regulation Panel (ATRP)	Participate in supporting the work of the panel and its working groups
b) Outside the Organization	
• Member States and ICAO industry partners	Contribute to responses, needs and Support of States and industry
• Relevant international organizations and Sister United Nations' Agencies	Participate with colleagues in relevant works and tasks of United Nations agencies including UN Tourism etc.

QUALIFICATIONS AND EXPERIENCE

Educational background

Essential requirements

- A first-level university degree in economics (such as microeconomics, business economics, industrial organization, and economics of transportation), political science, international relations, law, management or business administration, or in a related field, is required.

Professional experience and knowledge

Essential requirements

- A minimum of five (7) years of relevant experience in economic regulation of air transport or related businesses within a national government, international organization, major international airline, and/or major service provider (airport or air navigation services provider).
- Experience in drafting and/or reviewing documents on programme activities, preferably on air transport subjects.
- Experience in conducting research on complex issues, preferably in the field of international air transport.
- Experience in participating in and providing technical support for international meetings in the air transport field.
- Experience in the use of computers, including latest software, business intelligence tools and contemporary networks.

Desirable requirements

- Experience in using data and statistics for research work or preparation of documentation.
- Experience in negotiating with government authorities.
- Experience working in a multi-national and multi-cultural environment.

Language skills

Essential requirements: Fluent reading, writing and speaking abilities in English.

Desirable requirements: A working knowledge of a second language of the Organization (Arabic, Chinese, French, Russian, or Spanish).

Competencies

Professionalism: Knowledge of various components of the air transport system (such as government regulators, airlines, airports and other service providers), and their inter-relationship. Familiarity with the role of other international bodies affecting air transport matters. Good knowledge of the air transport regulatory framework, including air services agreements and arrangements. Ability to write clearly and concisely and to present verbal reports. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matters; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal interest; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style, and format to match the audience; demonstrates openness in sharing information and keeping people informed.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal ones; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Accountability: Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates,

provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

Creativity: Actively seeks to improve programmes or services; offers new and different options to solve problems or meet client needs; promotes and persuades others to consider new ideas; takes calculated risks on new and unusual ideas; thinks "outside the box"; takes an interest in new ideas and new ways of doing things; is not bound by current thinking or traditional approaches.

Mode of Secondment

The duration of the secondment is two years, which can be extended for an additional year. The secondee is expected to work five days per week.

ICAO may avail itself of the services of personnel seconded by governments, other international agencies or educational, scientific, research or other institutions. Seconded personnel are engaged under a Trust Funded or Gratis (detached expert) arrangement, in accordance with terms and conditions stipulated in a Memorandum of Understanding between ICAO and sponsor of the seconded person. During the period of assignment with ICAO, the seconded individual will be considered an “Official” of ICAO.

Once engaged by ICAO the seconded individual will be under the sole authority of the Secretary General of ICAO and all relationship with the releasing Government/Agency will be held in abeyance during the period of employment with ICAO.

As detached expert: The individual is detached from the releasing Government/Agency but is assigned to work for ICAO.

Trust Fund arrangement: Funds are deposited by the Government/Agency with ICAO for the purpose of engaging personnel normally subject to the stipulations of a Memorandum of Understanding.

Notice to Candidates

ICAO does NOT charge any fees or request money from candidates at any stage of the selection process, nor does it concern itself with bank account details of applicants. Requests of this nature allegedly made on behalf of ICAO are fraudulent and should be disregarded.