



Principal Airport and Environmental Specialist

Air Navigation Services

Position Detail			
Reports To	Airport and Environmental Assurance Team Leader	Group	Air Navigation Services (ANS)
Classification	ASA 8	Location	Canberra or Melbourne
Reports – Direct Total	Nil		

Organisational Environment

Airservices is a government owned organisation providing safe, secure, efficient and environmentally responsible services to the aviation industry.

Each year we manage over four million aircraft movements carrying more than 90 million passengers, and provide air navigation services across 11 per cent of the world's airspace.

Airservices has two major operating centres in Melbourne and Brisbane and a corporate office in Canberra. We operate 29 air traffic control towers at international and regional airports, and provide aviation rescue fire fighting services at 26 Australian airports.

Primary Purpose of Position

As a Principal Airport and Environmental Specialist within the Operational Standards Unit in ANS, you will ensure that Airservices obligations under the Airservices Act and other relevant legislation and Ministerial Directives are met. You will provide technical leadership, specialist advice, guidance and support for Airservices' environment management strategy and activities, enabling effective management of Airservices' environmental risks – in the air, and on the ground. The position will have a strong focus on managing environmental and heritage issues associated with ANS on-ground activities and assets, as well as providing specialist input to the assessment of flightpath changes and airport-related developments.

You will play a leading role in the newly formed Airport and Environmental Assurance (AEA) Team within the Operational Standards Unit, supporting the Team Leader in a regulated, high-performing and accountable team, while actively contributing towards delivering Airservices' record of safety, environmental performance, WHS, risk and compliance excellence.

Accountabilities and Responsibilities

Technical

- Provide specialist technical advice and support to the ANS Group in relation to managing the potential environmental and heritage impacts (and occurrences) associated with on-ground assets and activities, and with any proposed changes to on-ground or airspace activities.
- Prepare and maintain up-to-date documentation in accordance with Airservices standards and organisational Environmental Management System (EMS).

- Conduct internal assurance within ANS that assets, activities and changes are being managed in accordance with Airservices standards (and applicable legislation, regulations and/or lease conditions).
- Prepare and peer review a variety of technical reports and documentation prepared by other team members, consultants and other ANS staff, prior to final release.
- Prepare and provide training to ANS staff in relation to compliance with Airservices environmental standards and procedures.
- Manage the systems and data required to ensure that you can deliver accurate and timely environmental advice.
- Develop and implement appropriate metrics to monitor and assess the environmental and heritage impacts of proposed changes to ANS on-ground activities.
- Follow all documented processes and quality systems to ensure the integrity of all deliverables.

People

- Supervise and mentor other AEA team members.
- Maintain positive and collaborative working relationships with all relevant Airservices people to ensure that you are productive and effective in all activities that support organisational objectives.
- Support your high-performing team with an emphasis on growth, learning and enabling others by sharing your knowledge and using your skills.
- Support the AEA Team Leader in all areas (technical, people, compliance and safety).

Compliance, Systems and Reporting Compliance, Systems and Reporting

- Ensure compliance with enterprise governance systems and policies, including safety, environmental, WHS, risk and compliance

Safety

- Demonstrate safety behaviours consistent with enterprise strategies.
- Support the safe provision of air navigation services by keeping current with all issues, developments and technical matters impacting the way you complete your duties.

Key Performance Indicators

Efficient, Effective and Accountable

- Ensure all ANS on-ground assets and activities comply with Airservices environmental standards and procedures.
- Ensure all relevant documents and procedures are in place and up-to-date.
- Ensure all environmental assessments and heritage documents are prepared to a high standard, with a published error rate trending to zero.
- Reject incomplete change requests or those containing gross errors.
- Ensure work is up to date and processed with minimum delay.
- Ensure that realistic time frames are set for all work activities, and communicate these to all stakeholders.
- Operate our systems in accordance with documented procedures, and report system faults.

Commercial

- Meeting Branch budget targets

People

- Support of Team Leader
- Supervision and mentoring of other team members
- Engagement
- Training and development
- Capability improvement

Safety

- Compliance with regulatory standards
- Compliance with safety, risk, environmental and any other standards

Key Relationships

As Principal Airport and Environmental Specialist:

- AEA Team Leader.
- Other AEA Team members (eg. Senior Noise and Environment Specialists, and Airport Development Advisors) – supervise staff as directed by the team leader, and support those with less experience or high workloads.
- Flight Paths Design Manager – to achieve team objectives.
- Senior Instrument Flight Procedures Designers – to achieve team objectives.
- Noise and Community Engagement Manager and Specialists – to achieve favourable organisational outcomes.
- External data originators and Commonwealth Government agencies – advice and information as requested
- ANS Commercial Support Manager – to achieve ANS Group objectives.

Skills and Competencies

- Demonstrated ability to supervise and mentor other technical staff within small, multi-disciplinary teams.
- Demonstrated ability to work positively and collaboratively with external and internal stakeholders at all levels.
- Strong written and verbal communications skills.
- Strong numerical skills.
- Demonstrated ability to deliver work on time in an environment where workload peaks and troughs are commonplace.
- Attention to detail.
- Relevant Engineering and/or Environmental qualifications and experience

Performance Standards and Behaviours

As an employee of Airservices, you will consistently demonstrate performance standards and behaviours that meet Airservices Code of Conduct. You will also be expected to lead, coach and develop others in relation to the same.

This includes:

- Treating everyone with dignity, respect and courtesy.
- Acting with honesty and integrity.
- Acting ethically, and with care and diligence.
- Complying with all Airservices' policies and procedures, and applicable Australian laws.
- Disclosing and taking reasonable steps to avoid any actual, potential or perceived conflicts of interest.
- Behaving in a way that upholds our vision, mission and values, and promotes the good reputation of Airservices.