INTERNATIONAL CIVIL AVIATION ORGANIZATION

Internship Opportunity

**POSITION INFORMATION**

<table>
<thead>
<tr>
<th>Title:</th>
<th>Internship – Economic Regulatory Framework Section ATB-ECD-ERF</th>
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<td>Internship Notice:</td>
<td>2019/19/INT</td>
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<td>Duration of assignment:</td>
<td>2-6 months</td>
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<td>Posting Period:</td>
<td>6 June 2019 - 31 October 2019</td>
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<tr>
<td>Duty Station:</td>
<td>Montréal, Canada</td>
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<tr>
<td>Date for entry on duty:</td>
<td>As Soon As Possible</td>
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It should be noted that applications will be assessed regularly and candidates of interest will be contacted as vacancies become available throughout the year.

**THE ORGANIZATIONAL SETTING**

The Air Transport Bureau (ATB) carries out activities under the Organization’s Strategic Objectives for Security and Facilitation, Economic Development of Air Transport, and Environmental Protection. It is responsible for the provision of expert assistance required by the Assembly, Council, Air Transport Committee (ATC), Committee on Unlawful Interference (UIC), 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 these three Strategic Objectives.

The Economic Regulatory Framework Section (ERF) in ATB is one of the Sections charged with delivering results with respect to ICAO’s Strategic Objective - Economic Development of Air Transport. 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.

Under general guidance of Deputy Director, Economic Development and reporting also to Chief, ERF Section, the intern will support the work programme related to economic policy/regulation of air transport, including the organization of air transport related events. In this context, s/he may work with different Bureaus in ICAO in collaborative business initiatives.

**TERMS OF REFERENCE**

The intern will work closely with staff in the ERF Section to:

- Conduct research of websites of individual airlines, airports, civil aviation authorities and other relevant bodies to monitor regulatory and industry trend and development.
- Conduct economic and regulatory research on international air transport taxation, fair competition, consumer protections, air services agreements etc.
- Assist in the development of event programmes, the identification of potential speakers by conducting market research, and provide administrative support to organize events, in close coordination with the Revenue and Product Management Section and the Conference, Security and General Services Section of the Bureau of Administration and Services.
- Contribute to the development of tools to foster exchange of information on regulatory matters, in close coordination with the Aviation Data and Analysis Section and Information and Communication Technology Section.
- Assist in promoting the voluntary Air Transport Fund and identifying potential donors to the fund.
- Assist in preparing documentation required for the grant application to conduct specific projects related to air transport.
- Perform other related duties.
QUALIFICATIONS

Education

At the time of application, candidates are required to have completed or be enrolled in a graduate degree programme (second-level university degree or higher) in a field of study related to economics, law, commerce, and/or public or business administration.

Applicants pursuing studies in countries where higher education is not divided into undergraduate and graduate stages should have completed at least four years of full-time studies at a university or equivalent institution towards the completion of a degree.

Languages

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).

CONDITIONS OF INTERNSHIP

Interns are not paid. All costs related to travel, insurance, accommodation, and living expenses must be borne by the intern.

The duration of the internship is between two to six months. The intern is expected to work five days a week, on a full-time basis.

Interns shall not be eligible to be engaged in any other form of employment within ICAO during the period of internship and shall not be eligible to apply for or be appointed to any post in the Secretariat or be contracted for any other remunerated employment with ICAO for the six months immediately following the end of their internship.

You may need a work permit to work in Canada as an intern. http://www.cic.gc.ca/english/work/intern.asp

HOW TO APPLY

Interested candidates must complete an on-line application form, and attach a recommendation letter from the educational institution.

To apply, please visit ICAO’s e-Recruitment website at: https://careers-new.icao.int

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.