International Civil Aviation Organization
Individual Consultant (IC) Vacancy Notice

**POSITION INFORMATION**

<table>
<thead>
<tr>
<th>Post Title:</th>
<th>Environment Technical Consultant (ACT CORSIA) – multiple positions</th>
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<tbody>
<tr>
<td>IC Vacancy Notice:</td>
<td>2019/45/IC</td>
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<tr>
<td>Level:</td>
<td>Band C</td>
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<tr>
<td>Posting Period:</td>
<td>10 July 2019 to 24 July 2019</td>
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<tr>
<td>Duty Station:</td>
<td>Home based with mission travel</td>
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<tr>
<td>Date for entry on duty:</td>
<td>As soon as possible</td>
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**THE ORGANIZATIONAL SETTING**

This position is situated in the Climate Change Section (CS) within the Air Transport Bureau (ATB), ICAO's activities in the environment field aim to limit or reduce the impact of international aviation on noise, local air quality, and the global climate. ENV is responsible for the development of a range of standards, policies and guidance material and provides capacity building and assistance for the implementation of mitigation measures to achieve these objectives. Measures include aircraft technology, operational improvements, the development and deployment of sustainable aviation fuels, and the Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA). The Assistance, Capacity building and Training programme on CORSIA (ACT-CORSIA) is aimed at supporting ICAO Member States to implement CORSIA’s monitoring, reporting and verification (MRV) requirements as per Annex 16, Volume IV. ACT-CORSIA was officially launched in July 2018 in response to the ICAO Council’s endorsement of the Secretariat plan for the CORSIA-related outreach and capacity building activities.

**MAJOR DUTIES AND RESPONSIBILITIES**

Upon completion of a Train of Trainers session organized by the ICAO Secretariat (onsite in Montreal or online), the Consultant is expected to perform the following functions:

**Function 1 (Incl. Expected Results)**

**Deliver in-country training**, achieving results such as:
- Travel to assigned countries to train national experts of recipient Member States on the development of Emissions Monitoring Plans (EMPs), Emissions Reports (ERs), verification activities in CORSIA, and development of State-level Regulatory Frameworks (RFs).
- Deliver the training in accordance with the materials and guidance provided by the ICAO Secretariat.
- Inform the ICAO Secretariat of the results of the in-country training highlighting any particular difficulties faced during the in-country visit.
- Prepare Missions Reports explaining the outcomes of the in-country training for each number of training session to Member States.
- Ensure that successes and challenges are recorded and necessary follow-up actions are at every training for national experts and this is communicated to ICAO Secretariat, if further necessary action is required.

**Function 2 (Incl. Expected Results)**

**Follow-up with national experts after the in-country visit**, achieving results such as:
- Contact the trained national experts (via phone, email etc.) after the in-country visit to discuss progress made regarding EMPs, ERs, verification activities in CORSIA, and RFs for CORSIA with the trained national experts.
- Provide further remote advice and assistance as needed.
- Inform the ICAO Secretariat of any achievements and potential problems identified.
- Provide weekly update reports to ICAO Secretariat.
Function 3 (Incl. Expected Results)

Follow-up in-country visit (as required), achieving results such as:

- Travel to assigned countries for a second and final in-country visit, if necessary and follow up on the finalization of EMPs, ERs, verification activities in CORSIA, and completing the national RFs for CORSIA with the trained national experts.
- Provide advice and assistance to national experts as needed.
- Inform the ICAO Secretariat of any achievements and potential problems identified.
- Provide Mission Reports to ICAO Secretariat.

Function 4 (Incl. Expected Results)

Performs other duties, as required.

QUALIFICATIONS AND EXPERIENCE

Education

Essential
A first-level university degree in preferably in environment, engineering, or a related discipline, is required.

Professional Experience

Essential
The consultant must present the following qualifications:

- At least seven years of relevant professional experience in the area of environment and aviation
- Experience with training of Member States
- Experience with training of Member States in the area of aviation and/or environment
- Ability to formulate concrete recommendations that are practical to needs of the Member States in terms of training
- Good communication and analytical skills

Language

Essential
- Fluent reading, writing and speaking abilities in English.

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

CONDITIONS OF EMPLOYMENT

The selected consultant is expected to be employed for a period of two to six months, with a possibility of renewal.

A lump sum of 4,000 USD per mission travel to Member State will be paid dependent upon the number of trainings completed as well as the remote support provided to Member State. Submission and approval of the Mission Report is required for payment(s) to be issued for each number of trainings including a log of time spent providing remote support.

All expenses related to this evaluation, including, but not limited to: airfare to/from Member State, hotel and meals, communications and incidentals are the responsibility of the consultant.
**HOW TO APPLY**

Interested candidates must complete an on-line application form. To apply, please visit ICAO’s e-Recruitment website at: [https://careers-new.icao.int](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.