



International Civil Aviation Organization

Junior Professional Officer

POSITION INFORMATION

Post Title:	Associate Environment Officer, Climate Change	Duration of Secondment:	2 years
Grade Level:	P-2	Deadline for applications:	
Duty Station:	Montreal	Date for entry on duty:	

THE ORGANIZATIONAL SETTING

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. This position is situated in the Climate Change Section (CC) within the Air Transport Bureau (ATB) in ICAO.

Climate Change Section is responsible for supporting the development of policies, conducting studies and providing guidance on measures to address aviation's contribution to climate change, including sustainable aviation fuels, market-based measures (MBMs) and international cooperation on climate change. It also provides support to the Assembly, the Council and its Climate and Environment Committee (CEC), as well as the work related to climate change conducted by the Committee on Aviation Environmental Protection (CAEP) and Technical Advisory Body (TAB).

The incumbent reports to the Environment Officers (Market-Based Measures) under the supervision of the Chief, Climate Change Section (C/CC). In this context, the incumbent will support C/CC and Environmental Officers (EO)/MBM in the coordination of work related to CAEP and TAB, and in the development and update of ICAO Standards, policies and guidance material related to the Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA). The incumbent will also support the coordination of capacity building and assistance to Member States for the implementation of CORSIA.

MAJOR DUTIES AND RESPONSIBILITIES

Function 1 (incl. Expected results)

Works closely with the ICAO Secretariat and relevant committees, such as the Committee on Aviation and Environmental Protection (CAEP), as well as with international organizations, achieving results such as:

- Track initiatives related to cleaner energy sources for aviation, prepare reports, and support the development of policies in this area.
- Conduct literature reviews and prepare reports related to the ways in which climate change will affect international civil aviation.
- Support the development of guidance related to clean energy and green finance for international civil aviation.
- Follow discussions in the UN and other international organizations (i.e. IRENA, IEA, SE4ALL, UNFCCC) and in other for a related to clean energy transition and prepare reports on emerging topics.
- Track progress of the development of methodologies to account for the environmental benefits to account of sustainable aviation fuels and participate in relevant international meetings in relation to these subjects, as well as on the financing of initiatives for sustainable aviation fuels, and cooperate with the associated relevant institutions.
- Support the work of CORSIA implementation, as required.

Function 2 (incl. Expected results)

Assesses public information on worldwide innovations on CO₂ emissions reductions, specifically on sustainable aviation fuels, and carries out quantitative analyses, achieving results such as:

- Assess data and information on innovative research and development, programmes, market studies, financing, user contracts and agreements, flight tests and demonstrations, and commercial flights to assist the work of CAEP in relation to SAF.
- Review reports, market assessments, technology evaluations, and similar reports and data, and prepare periodic updates on the state of development and deployment of evolutionary and novel measures to reduce CO₂ emissions.

- Maintain estimates/forecasts of evolutionary and novel measures to reduce CO₂ emissions, including sustainable aviation fuels availability, technology and operations.

Function 3 (incl. Expected results)

Assists in the preparation and update of ICAO/ENV publications and outreach, achieving results such as:

- Assist in the update to ICAO Doc 9988 and ICAO guidance material on implementing the basket of measures; assist in the maintenance of the Environment webpages showcasing the basket of measures.
- Assist the development and develop new outreach material.
- Support Officers to review, monitor and update information/data on environmental activities on the ICAO website.

Function 4 (incl. Expected results)

Coordinates, and assists in the development and preparation of events, material, documentation, reports, and presentations related to Environment, achieving results such as:

- Coordinate the development of documentation and presentations related to meetings associated with Environmental Protection.
- Conduct research as required and provide material to be published on the ICAO Environmental website in relation to assessments.
- Draft replies to public enquiries on environment, particularly related to tools and data utilized for various assessments.

Function 5 (incl. Expected results)

Supports ICAO environmental capacity-building and assistance activities, achieving results such as:

- Support activities on Sustainable Aviation Fuels (SAF).
- Support ACT-SAF activities.
- Support ACT-CORSIA and specifically those items related to Sustainable Aviation Fuels (SAF) and Lower Carbon Aviation Fuel (LCAF).

Function 6 (incl. Expected results)

Performs other related duties, as assigned.

QUALIFICATIONS AND EXPERIENCE

Education

Essential

An advanced level university degree (Master's degree or academic equivalent) in environment, legal or political sciences, economics and finance, engineering, mathematics, science, statistics, or a related field, is required. A first-level university degree in combination with two (2) additional years of qualifying experience in environment, legal or political sciences, economics and finance, engineering, mathematics, science, statistics, or related field, may be accepted in lieu of the advanced university degree."

Professional experience

Essential

- A minimum of two (2) years' experience in an international civil aviation environment, airport, airline or environmental organization, of which a minimum of two years should be at the international level.
- Minimum of one (1) year experience with the various components of the air transport system (such as government regulators, airlines, airports and other service providers), and their inter-relationships.
- Experience in providing service to international meetings.

Desirable

- Experience in international environmental policies within ICAO.
- Experience with Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA).
- Experience with international environmental policies.
- Experience with ICAO functions, its organizational structure and international activities.

Languages

Essential

Fluent reading, writing and speaking abilities in English.

Desirable

A working knowledge of any other language of the Organization (Arabic, Chinese, French, Russian, Spanish).

COMPETENCIES

Professionalism: Sound background in sustainable aviation fuels, operations and technology associated with CO₂ emissions reduction. Familiarity with ICAO's functions and organizational structure. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; 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 agenda; 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 (2) years, which can be extended for two (2) additional years and thereafter, depending on need for the subject matter expert. 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.