

Job Description – Advanced Air Mobility (AAM) Airspace Design and Air Traffic Management Integration Officer. VPorts Holding
Location: Based in Montreal VPorts HQ.

Who We Are

VPorts aims to build and operate 1500 Vertiports in 5 Continents by 2045. We are a growing company in a growing industry. We are enabling a new area of Aviation. The Advanced Air Mobility industry is growing very fast and VPorts is an active player, already securing vertiports in key locations in the world. Furthermore, VPorts is going through a financing process to fund its strategic business plan.

This Opportunity

VPorts is looking for a leader and an effective AAM Airspace Design and Air Traffic Management Integration Officer, aiming to lead Vports' Growth and to deploy its Canadian and International expansion.

The AAM Airspace Design and Air Traffic Management Integration Officer will sit in the Holding structure and based in VPorts HQ in Montreal and will lead the Air Traffic Officers of the other entities to be incorporated in other countries.

AAM Airspace Design and Air Traffic Management Integration Officer Job Responsibilities:

Under the direction and guidance of the Chief Executive Officer (CEO), the major duties and responsibilities of the AAM Airspace Design and Air Traffic Management Integration Officer are as follows:

- Coordination with Civil Aviation Authorities, Air Navigation Services Providers (ANSP), and Air Traffic Management (ATM) Service Providers in the World concerning AAM airspace design and air traffic management.
- Develop Air Traffic Management Integration related processes and procedures.
- Lead a team, conduct coaching and training, build know-how and suggest improvements.

- Assess the impact of potential changes to airspace and ATM, aeronautical publications, and regulations due to AAM operations.
- Develop AAM airspace design and air traffic management proposals.
- Cooperate and coordinate with international civil aviation authorities, management, and stakeholders in achieving the company's objective related to Advanced Air Mobility (AAM) Airspace Design.
- Liaises across several sector stakeholders and establishes relationships and contact with contractors, consultants, international regulators, ANSP, airports, and airlines.
- Identifying and managing business risks and Key Regulatory requirements
- Hiring, training, and retaining skilled staff

AAM Airspace Design and Air Traffic Management Integration Officer Qualifications/Skills:

- Extensive experience (20 to 25 years) in a modern, up-to-date environment, at increasing levels of responsibility, leading to supervisory level in Air Navigation Services (ANS) and in large government, international organizations, or aviation industry.
- Qualifications in airspace design, flight procedures, and air traffic control.
- Qualification and experience in Project management and coordination.
- Senior-level experience in organization and management of airspace, in a civil aviation authority, ANS provider, or an international organization.
- Thorough knowledge of ICAO SARPs and Procedures for Air Navigation Services (PANS).
- Demonstrated ability to recognize key issues and analyze relevant information before making recommendations.
- Ability to develop clear goals that are consistent with agreed strategies, and to identify priorities and adjust as required.
- Good command of the English and French language.
- A working knowledge of a second language (Arabic).

Education, Experience, and Licensing Requirements

- University degree in civil Aviation, or relevant academic qualifications.
- Master's degree preferred.
- Experience in a senior management position.

Core Competencies:

- **Professionalism:** 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.
- **Client Orientation:** Considers all those to whom services are provided to be "clients " and seeks to see things from clients' point of view; establishes and

maintains productive partnerships with clients by gaining their trust and respect; Identifies clients' needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to the client.

- **Creativity:** Actively seeks to improve programs 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.
- **Technological Awareness:** Keeps abreast of available technology; understands applicability and limitations of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows a willingness to learn new technology.

Managerial Competencies:

- **Vision:** Identifies strategic issues, opportunities, and risks; clearly communicates links between the Organization's strategy and the work unit's goals; generates and communicates broad and compelling organizational direction, inspiring others to pursue that same direction; conveys enthusiasm about future possibilities.
- **Leadership:** Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvement; does not accept the status quo; shows the courage to take unpopular stands.
- **Empowering Others:** Delegates responsibility, clarifies expectations, and gives staff autonomy in important areas of their work; encourages others to set

- challenging goals; holds others accountable for achieving results related to their area of responsibility; genuinely values all staff members' input and expertise; shows appreciation and rewards achievement and effort; involves others when making decisions that affect them.
- **Managing Performance:** Delegates the appropriate responsibility, accountability and decision-making authority; makes sure that roles, responsibilities and reporting lines are clear to each staff member; accurately judges the amount of time and resources needed to accomplish a task and matches task to skills; monitors progress against milestones and deadlines; regularly discusses performance and provides feedback and coaching to staff; encourages risk-taking and supports creativity and initiative; actively supports the development and career aspirations of staff; appraises performance fairly.
 - **Building Trust:** Provides an environment in which others can talk and act without fear of repercussion; manages in a deliberate and predictable way; operates with transparency; has no hidden agenda; places confidence in colleagues, staff members and clients; gives proper credit to others; follows through on agreed upon actions; treats sensitive or confidential information appropriately.
 - **Judgement/Decision-making:** Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior to making them; takes decisions with an eye to the impact on others and on the Organization; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines that the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

Additional Details

- Travel Required: 40%
- Job Status: Regular
- Employee Type: Full

- Primary Location: Montreal – Qc – Canada

Compensation and Benefits:

- VPorts provides a comprehensive suite of benefits including medical, dental, vision, disability, life, and retirement savings focused on providing health and financial stability throughout the employee's career.
- Expected Salary: 75,000 - \$125,000
- VPorts is providing the compensation range and general description of other compensation and benefits that the company in good faith believes it might pay and/or offer for this position based on the successful applicant's education, experience, knowledge, skills, and abilities in addition to internal equity and geographic location.
- VPorts reserves the right to ultimately pay more or less than the posted range and offer additional benefits and other compensation, depending on circumstances not related to an applicant's sex or other status protected by local, Province, or federal law.