



Rapid Response Role Profile

Job Title	Logs ERU /Airops Officer
Classification Level	
Immediate Supervisor's Title	Logistics ERU Team Leader/ Supply Chain Coordinator
Number of Direct Reports (if applicable)	
Number of Indirect Reports (if applicable)	

Organizational context (where the job is located in the Organization)

The International Federation of Red Cross and Red Crescent Societies (IFRC) is the world's largest volunteer-based humanitarian network. IFRC is a membership organisation established by and comprised of its member National Red Cross and Red Crescent Societies. Along with National Societies and the International Committee of the Red Cross (ICRC), the IFRC is part of the International Red Cross and Red Crescent Movement. IFRC's headquarters is in Geneva, with regional and country offices throughout the world.

Due to the nature of emergency response operations, this role profile is an outline of the likely responsibilities applicable to Logs ERU/Airops Officer, deployed in a Federation co-ordinated operation. They are complementary to and should be read in conjunction with the specific tasks elaborated in the Deployment Order / Terms of Reference.

Job purpose

The Logs ERU/Air Ops Officer is responsible for co-ordinating all country level air operations in-line with LPSCM strategy and policies ensuring a high quality and cost-efficient service provision that meets the needs of the Movement, partners and customers within a full cost recovery model.

The Logs ERU/Air Ops Officer is responsible for managing and co-ordinating all air operations activity within a crisis area. A major focus of this role is establishing procedures and processes to be in compliance with IFRC, international and local guidelines, regulations, standards and policies but to do so with some focus upon the control of costs. To achieve this, and to ensure the smooth running of the service, this role will be required to develop and maintain productive working relationships within the Movement and with external field organisations (both humanitarian and government). This role will also carry responsibility for the training and support of all air operations staff.

The current main challenge faced within this role is in establishing a new operational service and building internal understanding of the operating environment to enable the efficient and effective delivery of air operations.

Role (Job Requirements)

Job duties and responsibilities

1. Co-ordination of air operations activities with IFRC and wider movement actors as relevant and under the supervision of the Country Logistics Manager
2. Ensuring adherence to all necessary regulations and guidance to maintain high standards of health and safety and enable operation of activities
3. To manage all country level IFRC air operations including set-up and identification of air operations needs and requirements ensuring adherence to IFRC policies, regulations and standards to provide a high quality, efficient and best value medical logistics service that best meets the needs of customers within an agreed commercial and/or operation arrangements which might be in place.
4. To co-ordinate, oversee and monitor all air operations activity and resources (eg. fuel supplies, equipment provision, pilot availability/rotation, etc.) and Movement requests to ensure the efficient and cost-effective delivery of air operations
5. To liaise with relevant field level operational partners and governmental bodies (eg. with ICRC Air Ops civil aviation authority, airports, ACT, etc.) to enable continuous improvement in the cost and operational efficiency of all air operations and the service which they provide.

6. To be accountable for establishing, maintaining and adhering to all relevant procedures and processes to ensure Air Operations meets all relevant IFRC and local guidelines, regulations, legislation and policies e.g. passenger boarding procedures, instructions for users, Standard Operating Procedures
7. To carry accountability for all security systems and actions as required and ensure that all relevant staff observe IFRC security procedures, IATA regulations and ATC rules.
8. To be responsible for developing and sharing air operations communications with the Logistics Manager, relevant IFRC functions and field level partners e.g. to share schedule changes.
9. To provide expertise and advice upon all areas of aircraft use within humanitarian operations e.g. identification and use of air fields to enable an efficient air operations that meets Movement, partner and customer need
10. To provide support and training to air operations staff to improve the quality of the air operations service and promote adherence to best practice principles and ensure compliance with necessary regulation, legislation and IFRC policy
11. To support the Country Logistics Manager in evaluating and reporting upon air operations to confirm, or otherwise, that all service delivery, quality and commercial targets are fully met are in-line with GLS and country plans

Duties applicable to all staff

1.	Actively work towards the achievement of the Federation Secretariat's goals
2.	Abide by and work in accordance with the Red Cross and Red Crescent principles
3.	Perform any other work-related duties and responsibilities that may be assigned by the line manager

Profile (Position Requirements)

Education	Required	Preferred
Basic Delegates Training Course, IMPACT or equivalent knowledge	⊙	
Logistics ERU training	⊙	
Introduction to Cash Transfer Programming		⊙
Experience	Required	Preferred
3 years professional experience in aircraft management	⊙	
Red Cross/Red Crescent knowledge and experience		⊙
Experience in managing and training staff/volunteers	⊙	
Experience working for a humanitarian aid organisation in an emergency context		⊙
Knowledge & Skills	Required	Preferred
Knowledge of communications systems (satellite phones, etc.)	⊙	
Valid international driving license for light vehicles (manual gears)	⊙	
Valid heavy vehicle driving license	⊙	
Excellent communications skills including report writing	⊙	
Good understanding of financial process and budgeting	⊙	
Assessment skills	⊙	

Core Competencies	Tier 1	Tier 2	Tier 3
Movement context, principles and values	⊙		
National Society Capacity Strengthening	⊙		
Coordination	⊙		
Assessment	⊙		
Direction Setting and Quality Programme Management	⊙		
Information Management	⊙		
Resource Management	⊙		
Safety and Security		⊙	
Transition and Recovery	⊙		
Community engagement and accountability	⊙		
Protection, Gender and Inclusion	⊙		
Environmental Sustainability	⊙		
Collaboration and teamwork	⊙		
Conflict Management	⊙		
Interpersonal Communication	⊙		
Cultural awareness	⊙		
Judgement and decision making	⊙		
Motivating Others	⊙		
Personal resilience	⊙		
Integrity	⊙		

Technical Competencies	Tier 1	Tier 2	Tier 3
Supply Chain	⊙		
Warehousing	⊙		
Procurement	⊙		
Transport and Fleet Management	⊙		
Airport/Port operations		⊙	
Cash Based Intervention	⊙		
Market Assessment		⊙	
Market Based Intervention	⊙		
National Society Logistics Development	⊙		
Medical Logistics	⊙		

Languages	Required	Preferred
Fluently spoken and written English	⊙	
Good command of another IFRC official language (French, Spanish or Arabic)		⊙
Other languages:		