

5.4 Regional Manager Airworthiness

Title	Regional Manager Airworthiness (RMA)
Position	Volunteer.
Location	Remote
Reports to	Executive Manager Airworthiness
Subordinates	N/A.
Remuneration	Volunteer. Cost reimbursable.

THE ROLE

The Regional Manager Airworthiness (RMA) is the regional assistant to the Executive Manager Airworthiness. RMAs assist with providing airworthiness training, safety and defect investigation and reporting and technical emergency response functions within their region. RMAs carry out biennial club audits and assist clubs and members with their safety and airworthiness functions.

There may be more than one RMA for each region. The first is responsible for the management of the region. The second is the assistant. Normally nominations for these positions are staggered such that when the primary RMA resigns, the assistant becomes the primary and a new assistant is appointed.

The GFA Regional Association nominate RMA(s) to the Airworthiness Department which recommends a nomination to the GFA Board for approval.

OPERATING ARRANGEMENTS FOR THE ROLE

The GFA national office is in Melbourne. The position voluntary and remote working arrangements are expected.

Some interstate travel will be required as well as work outside of normal hours including the weekend.

POSITION DUTIES AND ACCOUNTABILITIES

Supporting GFA Airworthiness

- Audit each gliding club and approved maintenance organization within their area of responsibility to assess their airworthiness standards.
- Assist in investigating aircraft defect reports.
- Assist in investigating and reporting airworthiness aspects of any incident or accident in their region.
- Assist clubs and members in their airworthiness and safety functions. Report to the CTO any airworthiness problems within their area of responsibility.
- Assist the EMA in maintaining a current register of airworthiness inspectors and authorised persons operating in their area.
- Organise and / or conduct airworthiness training including refresher training in their region either through formal courses or mentoring.

SELECTION CRITERIA

Qualifications and/or Experience

Mandatory

- Demonstrated knowledge of the GFA safety system, airworthiness system, and MOSP 3.
- A minimum of 5 years experience as a GFA Annual Inspector with a broad range of experience on different sailplane airframes and systems.

- Knowledge and experience regarding aircraft maintenance principles.
- Capacity to provide effective leadership and technical direction for airworthiness issues at the regional level.
- Capacity to work independently with minimal supervision but also contribute to department goals and organisational outcomes.
- Basic computer skills in the Windows environment for the generation of technical documents and general correspondence to GFA members.

Desirable

- Experience with online reporting systems, Safety Management Systems and database management systems.
- Demonstrated skills in providing adult training.

Key Attributes**Communicates effectively**

- Demonstrated ability to communicate effectively in a technical environment.
- Demonstrated public presentation skills.

Contributes to strategic thinking

- Explores innovative solutions to assist the organisation in the attainment of its goals.

Achieves results

- Establishes clear plans and time frames for project implementation.
- Remains flexible and responsive to changes in requirements.
- Capitalises on the expert skills and knowledge of others.
- Sees projects through to completion.

Cultivates productive working relationships

- Builds and sustains relationships with a network of key people internally and externally.
- Ability to operate effectively in a volunteer sporting organisation.