

## Strategic Planner - Aeronautical

Sep 2024

Reporting Relationship and Location	
<b>Reports to:</b>	Head of Aeronautical Infrastructure Planning
<b>Team   Business Unit:</b>	Strategic Infrastructure Planning and Transformation
Purpose	
<p>The team is responsible for leading Auckland Airport’s approach to future development based on traffic forecasts and regulatory changes. The team plays a key role in safeguarding the company’s social license to operate, ensuring investor and wider community stakeholder expectations are met.</p> <p>The role focuses on the integration of key infrastructure elements such as runways, terminals, and aircraft stands, as well as optimizing air traffic management. The role will contribute to update and maintain Auckland Airport Master Plan ensuring that the projects proceed to meet the original purpose and need.</p> <p>The role will provide technical support on planning principles preparing reports to support facilities and infrastructure requirements analysis and plans at master planning level.</p>	
Key Accountabilities	
<b>Aeronautical/Aviation Planning</b>	<ul style="list-style-type: none"> <li>Assist in the development and execution of comprehensive airport master plans that address long-term airport infrastructure needs, including runway, terminal, taxiway, and aircraft stand developments.</li> <li>Support preparation of airport layout</li> <li>Collaborate with stakeholders, including airlines, air traffic control, and regulatory bodies, to address operational challenges and propose improvements.</li> <li>Support the phased implementation of master plan recommendations, coordinating with project management teams</li> <li>Collaborate with design and engineering teams to ensure that physical and operational constraints are considered during master planning phases.</li> </ul>
<b>Innovation</b>	<ul style="list-style-type: none"> <li>Monitor regulatory changes and international best practices (e.g., ICAO, IATA) to integrate into master planning efforts and update as needed.</li> </ul>
<b>Data collection and disclosure</b>	<ul style="list-style-type: none"> <li>Prepare reports and presentations on aeronautical planning projects and proposals for senior management and stakeholders.</li> </ul>

	<ul style="list-style-type: none"> <li>• Completing analysis related to airport planning/development</li> <li>• Participation in and directing the production of high-quality exhibits, documents and presentations to communicate the results of the planning study elements</li> </ul>
<b>Health, Safety and Wellbeing</b>	<ul style="list-style-type: none"> <li>• Role model Auckland Airport’s commitment to “People First” Health, Safety &amp; Wellbeing approach</li> <li>• Lead by example, demonstrating and communicating visibly safe work.</li> <li>• Ensure all incidents are reported and investigated in a timely manner to enable continuous learning and improvement.</li> <li>• Consult, engage and communicate within your team and to others, to manage and improve Health, Safety and Wellbeing.</li> <li>• Understand and communicate the health, safety and wellbeing risks and controls across all the work your team carry out and maintain high levels of risk awareness within your team.</li> </ul>

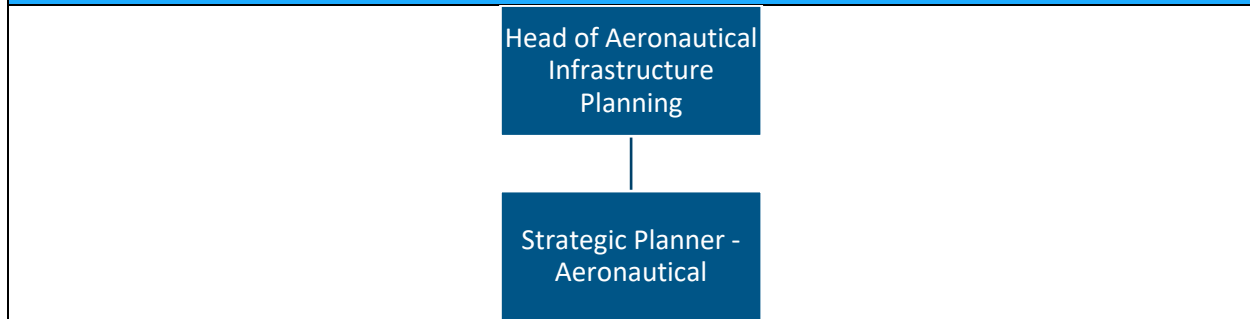
**Financial Responsibilities and Authorities**

Capital Expenditure		Operating Expenditure	
Staff Designation	Maximum Financial Authority	Staff Designation	Maximum Financial Authority
Administration	\$5,000	Administration	\$5,000

**Financial Authority**

- Not accountable for expenditure budget. No authority to commit routine expenditure or capital expenditure without reference to people leader.

**Structure Chart**



**Key Challenges**

- Provide scenario planning and risk assessments for various development phases of the master plan, considering future growth, technological advancements, and changing industry trends.
- Prepare detailed reports and presentations for the Leadership Team, IDC and Board
- Assess the spatial requirements for airport facilities, including aircraft stands and cargo operations, ensuring that capacity aligns with both current and forecasted demand. This excludes the daily operations which is carried out by a different team.

<b>Key Relationships</b>	
<b>Internal</b>	<b>Purpose of contact with this person/s</b>
<ul style="list-style-type: none"> <li>• Strategic Infrastructure Planning and Transformation leadership team</li> <li>• Infrastructure Project Managers</li> <li>• Property Investment Project Managers</li> </ul>	<ul style="list-style-type: none"> <li>• Providing advice and receiving / providing information</li> </ul>
<b>External</b>	<b>Purpose of contact with this person/s</b>
<ul style="list-style-type: none"> <li>• Consultants and technical advisors including engineering, architectural</li> <li>• Airlines</li> <li>• JBA</li> <li>• Ground Handlers</li> </ul>	<ul style="list-style-type: none"> <li>• Receiving information, collaborate, engage</li> </ul>
<b>Person Specification</b>	
<b>Qualifications (or equivalent level of learning)</b>	
<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• Bachelor's degree in aviation management, aeronautical science, planning, civil engineering, or a related field</li> <li>• 3-5 years of experience in airport planning, aviation project management, or related fields.</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of ICAO regulations, IATA guidelines that apply to airport planning, or a strong willingness to learn</li> </ul>
<b>Knowledge / Experience</b>	
<b>Essential</b>	<b>Desirable</b>



<ul style="list-style-type: none"> <li>• 3-5 years of experience in airport planning, aviation project management, or related fields.</li> <li>• Proficiency in relevant software such as AutoCAD 2D</li> <li>• Highly proficient in Microsoft Office products (Word, Excel, PowerPoint, etc.) and PDF software (Bluebeam, Adobe, etc.)</li> <li>• Strong understanding of airport operations and capacity planning, including aircraft stand allocation and terminal design considerations.</li> <li>• Ability to learn and adapt quickly to an ever-changing industry</li> <li>• Written and verbal communication skills including presentation skills</li> <li>• Well-developed skills as a team contributor, with demonstrated ability to collaborate effectively across functional lines</li> </ul>	<ul style="list-style-type: none"> <li>• Experience or familiarity with airport master planning, infrastructure development</li> <li>• Proficiency in aviation planning tools (e.g., Aviplan).</li> </ul>
--	---


**Key Skills / Attributes / Job Specific Competencies**

Level	Skill / Attribute / Competency
<ul style="list-style-type: none"> <li>• Working Knowledge</li> <li>• Developing</li> </ul>	<ul style="list-style-type: none"> <li>• Strategic thinking and long-term planning</li> <li>• Stakeholder collaboration and management</li> </ul>

**Values**

**Whiria te tangata.** Our values weave us together. They're what we stand for, who we are and how we think, feel and act.

 <b>All in</b> Tātou tātou	<ul style="list-style-type: none"> <li>• People first</li> <li>• Seek understanding</li> <li>• Acknowledge others</li> <li>• Empathise and support</li> <li>• Diverse &amp; inclusive</li> </ul>
	<ul style="list-style-type: none"> <li>• Explore and solve together</li> <li>• Curious and open</li> <li>• Bring your voice &amp; share your skills</li> <li>• Unite and collaborate</li> </ul>

<b>Know How</b> Kōkiri Tahī	<ul style="list-style-type: none"> <li>• Right people in the room</li> </ul>
 <b>Let's Go</b> Karawhiua	<ul style="list-style-type: none"> <li>• Challenge yourself</li> <li>• Take pride</li> <li>• Act with intent and integrity</li> <li>• Keep your word</li> <li>• Deliver excellence</li> </ul>
<b>Changes to Position Description</b>	
<p>From time to time it may be necessary to consider changes in the position description in response to the changing nature of Auckland Airport's work environment, including technological requirements or statutory changes. This position description may be reviewed as part of the preparation for performance planning for the annual performance cycle, or as required.</p>	
<b>Sign-Off</b>	
<b>Job-Holder</b>	<b>People Leader</b>
Print Name: _____  Sign: _____	Print Name: _____  Sign: _____