



Course aim

This course prepares qualified Air Traffic Electronics Safety Personnel (ATSEP) for the following roles:

- On-the-job-Training (OJT) Instructor and coach in the OJT training phase, while working with practical exercises involving equipment (standby or real equipment, or special equipment for development and training purposes).
- Competence assessor of ATSEP colleagues and/or students in the operational environment.

After completing this course, the participants:

- Can create and deliver classroom training.
- Can create and deliver practical exercises dealing with equipment, measurement technique, etc.
- Know and can apply 'best practice' techniques for teaching and coaching.
- Know the role, responsibilities and requirements of On-the-Job Training Instructors and competence assessors.
- Can objectively measure operational competence and know what actions to take when there is doubt about one's competence.
- Understand and appreciate the beneficial impact competence assessment has on safety as well as development of the unit and the individual.

Course structure

This 5-day course consists of lectures as well as practical training. The participants apply tools and techniques in group work, discussions, exercises, and roleplay.

The course can be delivered on-site at Entry Point North, at the client's premises, or in a Virtual Classroom.

Content in brief

The course covers topics such as, but not limited to:

- Participants' expectations and concerns regarding the role of an OJTI and competence assessor.
- The impact of training philosophy on structuring and delivering training.
- Human factors concerning teaching and learning, the mind-set to training and students, motivation, interpersonal interaction, situations that could indicate declining

- performance, etc.
- Training techniques: learning progression, principles of adult learning, challenges to training students with different levels of experience, etc.
- The background and intention of competence assessment.
- ICAO and EU recommendations and requirements regarding ATSEP training and assessment.
- The purpose, content and use of the Unit Training Plan, training objectives and Continuation Training
- The ATSEP training scheme.
- The operational competence assessment scheme.
- Different views on competence.
- The purpose of competence assessment for the system and the individual.
- Various methods for conducting a practical assessment.
- Practical training: applying the acquired knowledge and understanding through scenario-based exercises including role-play. The focus is to make objective observations and apply communication skills and techniques.
- Briefing, training on-site and debriefing.
- Safety precautions before teaching practical training on equipment.
- Learning processes, cognitive aspects and motivation theories.
- Appropriate and effective verbal communication, non-verbal communication and effective listening skills.
- The importance of personal interaction, personal styles and attitudes, building positive relationships, the influence of recognition, and interpersonal conflict.
- Stress and fatigue and awareness of the importance for developing resilience.
- The ICAO Competency-based training and assessment model.
- Knowledge of Commission Regulation (EU) No 2017/373 regarding ATSEP training and assessment including the requirements for practical instructors and assessors.

Prerequisites

Participants should be qualified ATSEPs.

Compliance with regulations

The course is compliant with:

- Commission Implementing Regulation (EU) 2017/373.
- Easy Access Rules for ATM-ANS (Regulation (EU) 2017/373) Annex XIII – Part- PERS Requirements for Service providers concerning personnel training and competence assessment Subpart A – Air Traffic Safety Electronics Personnel – Section 4.
- ICAO Manual on Air Training Safety Electronics Personnel Competency-based Training and Assessment Doc 10057.