Assessor



Course aim

This course provides qualified ATCOs or other ATS personnel with the knowledge and skills they need to perform competence assessments on colleagues and/or students in the operational environment. Furthermore, it deepens appreciation for competence assessment's beneficial impact on safety, as well as the development of the unit and the individual.

After completion of this course, the participants know:

- The many possibilities of competence assessment.
- The regulatory requirements regarding the privileges of an assessor endorsement, as well as the requirements regarding the issue, validity and revalidation of the assessor endorsement and unit endorsement.
- The assessor's role and responsibility, including the formal and informal requirements.
- How to assess operational competence.
- Practical and theoretical assessment methods.
- Suitable communication tools and strategies.

Course structure

The Assessor course is 3 days in duration. We adapt our specific mix of methods to the background of the participants, and the estimated time we spend on individual subjects can vary according to the needs of the group. Our various methods include classroom lessons, group work/discussions, team/individual exercises, role-play, case studies, and self-study.

Content in brief

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

- Role of the assessor. Reflecting on the different experiences and operational challenges in unpredicted situations such as the pandemic.
- Interpersonal Interaction. The ways in which inclusiveness and self-awareness are essential for the objectivity of an assessment.
- Competence. Understanding reasons for performance variability and what behaviours an assessor

must observe.
- Assessment. Exchanging experiences about assessing students and ATCOs (dedicated and continuous assessment) and how we can align standards amongst assessors in the units.
- Regulation. Refreshing knowledge about the EU licencing requirements and discuss how those have been exercised in practice.
- Assessment debriefing. Appreciating the importance of factual feedback, verbal and written.
- Practical training. Applying the acquired knowledge and understanding through scenario-based exercises. The focus is to make objective observations and discuss differences between the students' evaluations of the performance from the scenarios.

Prerequisites

Qualification as an Air Traffic Controller or other ATS personnel, for example AFIS.

Compliance with regulations

- Compliant with Commission Regulation (EU) 2015/340.
- Approved by the Swedish National Supervisory Authority.