

IAMD COE JOB DESCRIPTION

PART I – JOB SPECIFICATIONS (REV 2)

<u>POST NUMBER:</u>	IAMD-DSB01	<u>DATE:</u>	SEP 2022
<u>HQ / UNIT:</u>	IAMD COE	<u>DUTY LOCATION:</u>	CHANIA/GR
<u>JOB TITLE:</u>	DOCTRINE	&	<u>JOB CODE:</u> DSB01
STANDARDIZATION			
BRANCH HEAD			
<u>NATIONALITY:</u>	MN	<u>SERVICE:</u>	ANY
		<u>AUTH.RANK:</u>	OF-4

PART II – DUTIES

A. Post Context: This is a Branch Head post in the Doctrine & Standardization Branch (DSB) of the IAMD COE, responsible for supporting the IAMD COE Directorate and Subject Matter Experts (SME) in the field of Doctrine & Standardization. The incumbent is responsible for the direction, control and supervision of the multi-national personnel assigned to the DSB. The working language of the IAMD COE is English.

B. Reports to: The incumbent reports to the Chief of Staff (CoS).

C. Principal Duties:

1. Contributes to the development, testing and validation of doctrine in the IAMD spectrum when requested by the Alliance and NATO Nations in close coordination with other IAMD-related entities.

2. Serves NATO, NATO Nations and Partner Nations' long-term interests by enhancing interoperability and increasing standardization efforts in support of potential future capability development in the IAMD spectrum.

3. Leads the research and analysis of doctrine and the assessment of its contribution to emerging and future air operations capabilities.

4. Advises the Directorate on issues related to the long-term and mid-term visioning and planning process and provides inputs to the IAMD COE Programme of Work.

D. Additional Duties:

The incumbent of the post may be required to perform other specific duties as directed by Chief of Staff (CoS) or higher.

IAMD COE JOB DESCRIPTION

PART III - QUALIFICATIONS

A. Essential Qualifications:

1. Professional/Experience:

- a. General Staff officer with conceptual and operational background.
- b. Expertise in Conceptual work and Planning.
- c. Expert knowledge of the Principles of Air Operations Doctrine.
- d. Knowledge and/or experience of Air Command & Control processes at the tactical and operational level.

2. Education/Training:

Graduate of National Air/Joint Warfare College or equivalent.

3. Security Clearance:

NATO SECRET. National authorities are to ensure that security clearance is provided before arrival of the individual at the IAMD COE.

4. Language (Listening, Speaking, Reading, Writing):

English: SLP 4343.

5. Standard Automated Information System (AIS) Knowledge:

- a. Working knowledge of the current office suite (document, spreadsheet, presentation, database);
- b. Working knowledge of the current mail tool.
- c. Working knowledge of the Web Browsing tools.

B. Desirable Qualifications:

1. Professional/Experience:

- a. Previous experience in NATO policy-related strategic-level/national MOD policy-level staff functions.
- b. Knowledge and/or experience of Air Command & Control processes at the tactical and operational level.

IAMD COE JOB DESCRIPTION

2. Education /Training:

- a. Standardization within NATO course, Warsaw, Poland, (ETE-IT-31500).
- b. Drafting Production and Maintenance of NATO Standards Course, Chania, Greece, (ETE-IT-35477).
- c. Allied Joint Doctrine Development Course", Budapest, Hungary.**

3. Additional Language:

Not Required.

C. Civilian Post:

Applicable.

D. Remarks:

- 1. A minimum handover period of one week is required on the rotation of appointees.
- 2. The incumbent of this post should be properly funded to travel on a temporary duty, based on prior consent and approval by the National authorities.