
Position Title: Take-Off & Landing Coordinator (TOLC)

Competency: Assume position responsibilities.

Description: Successfully assume role of Take-Off & Landing Coordinator and initiate position activities at the appropriate time according to the following behaviors.

Behaviors

- Gather, update, and apply situational information relevant to the assignment.
- Establish effective relationships with relevant personnel.

Position Title: Take-Off & Landing Coordinator (TOLC)

Competency: Communicate effectively.

Description: Use suitable communication techniques to share relevant information with appropriate personnel on a timely basis to accomplish objectives in a rapidly changing, high-risk environment.

Behaviors

- Ensure relevant information is exchanged during briefings and debriefings.
- Ensure documentation is complete and disposition is appropriate.
- Gather, produce and distribute information as required by established guidelines and ensure understanding by recipient.
- Communicate and ensure understanding of work expectations within the chain of command and across functional areas.

Position Title: Take-Off & Landing Coordinator (TOLC)

Competency: Ensure completion of assigned actions to meet identified objectives.

Description: Identify, analyze, and apply relevant situational information and evaluate actions to complete assignments safely and meet identified objectives. Complete actions within established timeframe.

Behaviors

- Take appropriate action based on assessed risks.
- Follow established procedures and/or safety procedures relevant to given assignment.