ICAO Course Developers and Instructors Standardization (CDI STD) Meeting
(Nairobi, Kenya - 17 to 19 October 2016)

STRATEGY #3
MAINTAIN INSTRUCTOR’s COMPETENCY

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Maintain Instructor’s Competency

WHY?

OBJECTIVE

HOW?

STRATEGY
Who is she and why is she famous?

- Christa McAuliffe
- Teacher & US Astronaut
- Member of the Challenger Crew - 28 January 1986
- The Space Shuttle that disintegrated on launch killing all crew members
“I TOUCH THE FUTURE. I TEACH”

- What does this statement mean to you?
- Or
- How do you relate to this thinking?
- Does the statement define attributes and characteristics of an Instructor?
- How important are characteristics or attributes?
Instructor competencies

ICAO has identified six units of competencies that have several elements and are considered essential for the delivery of effective instructions:

Unit 1 - Preparation of Training Facility

The competent instructor must ensure that the training environment is conducive to effective learning. The training environment includes facilities, equipment and instructional materials.

1.1 Ensures facilities and equipment are adequate for the course.
Instructor competencies

Unit 2 - Management of Trainees

“The competent instructor must ensure that the training is adapted to the trainees and their needs.”

Competency Elements:

2.1 Understands the trainees
2.2 Trains the trainees
2.3 Uses an effective training strategy
Instructor competencies

Unit 3 - Delivery of the Course

The competent instructor must provide variety in the training methods as required by the trainees.

Competency Elements:

3.1 Establishes and maintains credibility
3.2 Shows affective presentation skills
3.3 Provides an effective training delivery
3.4 Creates and maintains realism
3.5 Manages time
Instructor competencies

Unit 4 - Performs Trainee Evaluation

The competent instructor must appropriately, objectively and correctly evaluate the trainees.

Competency Elements:

4.1 Uses the evaluation methods
4.2 Monitors the performance of trainees during the class sessions
4.3 Makes objective evaluation
4.4 Provides feedback that is both understandable and useable
4.5 Creates trainee evaluation reports
Instructor competencies

Unit 5 - Performs Course Evaluation

The competent instructor must evaluate the effectiveness of the training system.

Competency Elements:

5.1 Evaluates the effectiveness of the course or course stages

5.2 Present information about course evaluation
Instructor competencies

Unit 6 - On-going Performance Improvement

The competent instructor must evaluate the effectiveness of the training system.

Competency Elements:

6.1 Self evaluates the effectiveness of his/her role as instructor
6.2 Evaluates the effectiveness
6.3 Maintains personal development
Instructor attributes

- So far I have presented and summarily reviewed Instructor competencies as defined by ICAO.
- However, competencies require to be complemented by personal attributes of the instructor in terms of ethics and principles that would influence the learning process.
A number of renowned teaching experts have identified qualities that an instructor should be endowed with. Good attributes/qualities allow teachers not only to transfer knowledge and skills but also in the process of developing characteristics based on ethical and principled traits. Definitely each instructor has his/her own unique blend of qualities. It is this uniqueness that ultimately makes a teacher special.
Instructor attributes/characteristics

- Although each teacher is different, Derrick Meador, a teaching expert, has identified twenty-five essential qualities of highly effective instructors; characteristics requiring instructors to be:
  - accountable
  - compassionate
  - dedicated
  - engaging
  - forgiving
  - adaptable
  - cooperative
  - determined
  - evolving
  - generous
  - caring
  - creative
  - empathetic
  - fearless
  - inspirational
Instructor attributes/characteristics

- ... characteristics requiring instructors to be:
  - joyful
  - kind
  - organized
  - passionate
  - patient
  - resilient
  - resourceful
  - trustworthy
  - vulnerable; &
  - has grit

- We could spend days discussing the merits of those characteristics; however, we are time limited and thus encourage you to visit his web site (http://teaching.about.com) and other similar web sites for a fuller understanding.
Maintenance of Instructor competencies

How?

- Understanding the difference between knowledge and skills
- What needs to be maintained?
- Improvement/enhancement of knowledge and skills
- Defining the “Competency Elements”
Maintain Instructor’s Competency

Maintenance of Instructor competencies - the Workshop Exercise:

- Based on the detail description of the ICAO Instructor Competency Units and Elements
- Each Team shall identify and discuss the elements that are subject for enhancement
- Each Team shall determine strategy for the enhancement/maintenance of competency
- Teams shall prepare and present the strategy for enhancement/maintenance of competency that they have identified
Maintain Instructor’s Competency

Instructions: 20min

Select a spokesperson to present

a. Discuss the **challenges** and the **Strategy**;

b. Decide on **solutions** and **best practices** to execute the Strategy;

c. **Present** your solution
Maintain Instructor’s Competency

Maintenance of Instructor competencies – my take:

- An institute, as part of its core activities, should establish a programme that would enable its instructors to maintain competency.

- Maintenance of competency programmes should be delivered in a structured manner and should address “Foundational Competencies” such as knowledge, skills, abilities and behaviors that are required for continuing success.
Maintain Instructor’s Competency

Maintenance of Instructor competencies - my take:

- In addition, the competency maintenance programme should also address specific areas of expertise which are the specialized knowledge and actions required by specific roles.

- In all cases, the programme should define the latest competencies in the field of teaching technologies, provide a professional development roadmap, present skill gaps that have been identified and propose solutions to close them in line with individual and organizational goals.
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