

Highfield Level 3 End-Point Assessment for ST1007 Aviation Flight Operations Coordinator

Mock Assessment Materials

Interview underpinned by a portfolio

Operational control			
Ref	Assessment Criteria (Pass)	Criteria Met	Criteria Not Met
OC4	Explains how they analyse aircraft position trends to meet the needs of operations control. (K19, S16)		
OC5	Explains how they use weather forecasts, trends and conditions to meet the needs of operations control. Explains what the impact of weather conditions are on the aircraft, flight crew and operational delivery. (K20, S17)		
Ref	Assessment Criteria (Distinction)	Criteria Met	Criteria Not Met
OC6	<i>Justifies their decisions relating to operational control that were influenced by their analysis of aircraft position trends. (K19, S16)</i>		
OC7	<i>Justifies their decisions relating to operational control that were influenced by weather forecasts, trends and conditions. (K20, S17)</i>		

Risk assessment and decision making			
Ref	Assessment Criteria (Pass)	Criteria Met	Criteria Not Met
RADM1	Explains how they respond to sector specific notifications and data, and how they assess the risk and manage the impact of external and sector specific factors on operational activities. Explain how they adapt and respond to work demands and situations. (K3, K7, S8, B3)		
RADM2	Explains how they escalate issues and tasks that are beyond the limit of their authority in line with organisational safety and sector procedures. (K8, S7)		
Ref	Assessment Criteria (Distinction)	Criteria Met	Criteria Not Met
RADM3	<i>Justifies the actions they take to manage external factors on operational activities. (S8)</i>		

Communication and collaboration			
Ref	Assessment Criteria (Pass)	Criteria Met	Criteria Not Met
CC2	Explains the roles and responsibilities, the purpose and inter dependencies of colleagues and stakeholders in the operations, control and flight planning environment. Explains how they work with these stakeholders to achieve task requirements. (K5, B4)		
CC3	Explains how they communicate data and information in a written context, suitable to the audience, for example internal customers, colleagues, managers and internal and external stakeholders. (K18, S15)		
Ref	Assessment Criteria (Distinction)	Criteria Met	Criteria Not Met
CC4	<i>Explains the benefits for individuals and the organisation of communicating in a way which is suitable to the audience when sharing written communications. (K18, S15)</i>		

Sustainability			
Ref	Assessment Criteria (Pass)	Criteria Met	Criteria Not Met
SU1	Explains their organisations operational, ethical, sustainability and safety priorities. Explains how they embed these into their own practice. (K10, K11, B5)		
Ref	Assessment Criteria (Distinction)	Criteria Met	Criteria Not Met
SU2	<i>Supports the development of environmental and sustainability practice in the workplace for example, through promoting good practice to others, identifying improvement to practice. (K10, K11, B5)</i>		

Equity, diversity and inclusion (EDI)			
Ref	Assessment Criteria (Pass)	Criteria Met	Criteria Not Met
EDI1	Describes how they follow and contribute to equity, diversity and inclusion principles and legislative guidelines in their team. (K21, S18, B1)		
Ref	Assessment Criteria (Distinction)	Criteria Met	Criteria Not Met
EDI2	<i>Explains how their commitment to EDI extends to wider teams or stakeholders. (K21, S18, B1)</i>		

Continuing professional development (CPD)			
Ref	Assessment Criteria (Pass)	Criteria Met	Criteria Not Met
CPD1	Describes how they have maintained and enhanced their competence in their area of practice through learning and development opportunities they have sought. (B2)		