



Executive Director | PPP Monitoring Unit

Job Advertisement Content

Reporting To:	CEO and Board of Directors
Department:	Public Private Partnership Monitoring Unit
Grade Level:	Executive 2
Closing Date:	14 th November 2024
Employment Type:	Full Time

About The Turks and Caicos Islands Airports Authority

The Turks and Caicos Islands Airports Authority (“TCIAA”) (established under The Airports Authority Ordinance, Ord.11 of 2005) is responsible for constructing, controlling, and managing airports, and providing and maintaining runways, taxiways, and terminals for the efficient operation of airports in the Turks and Caicos Islands. Its current portfolio consists of owning and operating six airports while providing air navigation services for the low-level airspace above the territory. Our mission is to provide world-class airport facilities and operations through high standards in safety, security, quality, efficiency, innovation, and customer service, recognising their importance to the overall socio-economic development and strategic growth of the Turks and Caicos Islands.

About The Public Private Partnership Monitoring Unit (PPPMU)

The Howard Hamilton International Airport (Providenciales) is planned for redevelopment via a Public Private Partnership (“PPP”). A private partner will be responsible for the construction, operating, and financing costs of the airport over 30 years with mandatory expansion works. The TCIAA will receive a concession fee in exchange and will solely oversee and monitor PPP compliance and provide ATC services. The Public Private Partnership Monitoring Unity (“PPPMU”) is a department within the TCIAA responsible for monitoring and ensuring the correct operation and management of the Howard Hamilton International Airport PPP Contract. The functions of the department include but are not limited to:

- Defining clear roles and responsibilities for all parties involved, outlining decision-making authority and reporting structures;
- Establishing governance bodies like steering committees to oversee the partnership, determining their composition and meeting schedules;
- Developing effective communication channels between the TCIAA and the private operator to ensure transparency and collaboration;

- Formulate criteria for evaluating partnership performance, including metrics and KPIs;
- Achieving the highest level of revenue, return, value to the Turks and Caicos Islands Airports Authority;
- Ensure compliance with legal and regulatory requirements, with provisions for reviews;
- Establish a comprehensive risk management framework tailored specifically for the PPP environment;
- Develop a robust stakeholder engagement strategy framework to ensure all relevant parties are informed and involved in the project lifecycle.

The monitoring team’s functions will vary depending on the phase of the project (i.e. an initial transition and construction phase will require a more engineering-oriented approach, whereas a mid/long-term phase will be focused on operational compliance, etc.)

The desired collective capabilities of the team are as follows:

- Comprehensive understanding of PPP contracts and regulations;
- Expertise in contract management and oversight;
- Familiarity with legal frameworks related to PPP agreements;
- Knowledge of aviation industry regulations and standards, airport operations and safety systems;
- Advanced analytical skills to measure and predict project impacts;
- Ability to analyse financial data, budget management and performance metrics;
- Capability to develop and implement monitoring processes and procedures;
- Strong communication and negotiation skills;
- Experience in risk assessment and mitigation strategies;
- Proficiency in project management methodologies;
- Aptitude for stakeholder engagement and relationship management;
- Ability to manage and facilitate organisational and project changes;
- Capability to oversee integration of new technologies;
- Familiarity in sustainable practices and environmental regulations.

For More Information about the PPP Monitoring Unit please contact hrrecruitment@tciairports.tc.

About the role

The Executive Director: PPPMU is tasked with the establishment of the PPP Monitoring Unit/PPPMU for the Turks and Caicos Islands Airports Authority. This challenging position requires both organisational skills and an ability to deal with a variety of stakeholders at a senior level and from a background of deep experience and a wide understanding of private financing in infrastructure projects and contract management.

Responsibilities and Key Deliverables

- Establish a fully functional PPP Monitoring Unit.
- Ensure effective management of all aspects of the PPP agreement, overseeing compliance with contractual obligations and regulatory standards.

- Set strategic and operational goals for the PPP Monitoring Team, define project scopes, and align with TCIAA's overall business strategy.
- Manage relationships with all stakeholders, including government entities, private partners, and regulatory bodies.
- Oversee all initiatives (strategic, operational, financial, organisational) that have a high impact in reaching the unit's goals.
- Evaluate the performance of PPP operations, identify improvement areas, and implement efficiency-enhancing changes.
- Monitor financial performance against the PPP agreement obligations for the Concessionaire.
- Perform all functions related to the executive management of the relationship with the Concessionaire to obtain the best possible financial outcome, guarantee operational safety and develop airport infrastructure to attend to customers needs.
- Design changes in organisational structure, and define the requirements, responsibilities and functions.
- Fulfill any, and all other duties and tasks to achieve the goals of the Authority or that might be legally instructed by a higher officer.

Competencies

- Strong experience in administration, public office, airport administration, aviation management, airport administration, or some other relevant field with proven executive management attributes.
- Ability to manage large-scale projects and teams.
- Strong knowledge of PPP or similar frameworks, including contract negotiation, administration, and compliance monitoring.
- Skilled in strategic planning and execution that aligns airport operations with PPP agreements.
- Strong financial and legal oversight, budget management, and risk assessment capabilities.
- Exceptional expertise in governance, law, finance, and PPP frameworks. The Executive Director must have strong strategic planning and execution skills, financial and legal oversight capabilities, and the ability to align airport operations with PPP agreements.
- Comprehensive understanding of contract negotiation, administration, and compliance monitoring, as well as advanced problem-solving abilities and organizational skills.
- Strong experience in administration, public office, airport administration, aviation management, airport administration, or some other relevant field with proven executive management attributes.
- Proven record in managing large-scale projects and teams.
- Strong knowledge of PPP or similar frameworks, including contract negotiation, administration, and compliance monitoring.
- Skilled in strategic planning and execution that aligns airport operations with PPP agreements.
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Education Requirements

- A master's degree or equivalent in a relevant field such as administration, law, public administration, airport administration, or aviation management.

Experience Requirements

- Proven executive management experience is essential, including a record of managing large-scale projects and teams.
- Strong knowledge and experience of PPP frameworks and significant experience in strategic planning, financial oversight, and legal compliance.

Benefits

- Company Vehicle / Transportation Allowance
- Accommodation Subsistence
- Mobile Phone and Plan
- TCIG Public Sector Employee Pension Scheme
- Private Medical and Life Insurance (Optional participation)
- Employee Savings Programme (Optional participation)
- Training and Certification Opportunities as determined required and/or appropriate by the CEO.

Application Requirements

- Cover Letter
- Resume
- Two Reference Letters
- Copies of All Certificates
- Two forms of a Government Issued ID

The Turks and Caicos Islands Airports Authority (TCIAA) is committed to diversity, equity, inclusion, and accessibility in the workplace. Diversity is ingrained in who we are and how we do business. We, therefore, welcome applicants regardless of ethnicity, gender, ability/disability, religion, and sexuality.