



## Position Description Review 2025

# Consultation approach



CASA is reviewing and updating position descriptions.

During 2025, CASA is reviewing and updating position descriptions to ensure this valuable document reflects our Job Family Framework, the core functions we conduct and CASA's needs. This review also ensures consistency in position description templates and content from one role to the next, enabling us to use one position description for roles that are identical or similar.



Consultation is open for a 2 week period.

## What is consultation?

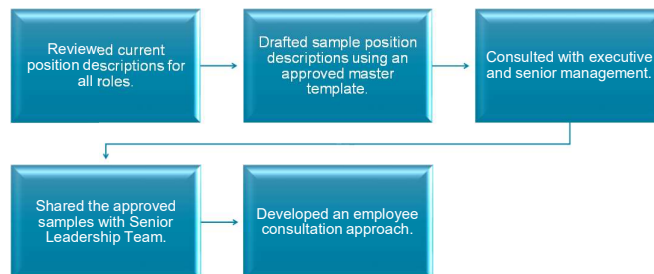
The Aviation Technical Workforce position description review and update involves everyone within our Aviation Technical Workforce. Consultation is your opportunity to look at the sample position description for your current role and provide feedback on the whole document and particularly in the areas of mandatory and desirable qualifications, licenses, and experience.



Consultation is an important part of this work as we want to hear your views.

## What process did CASA apply?

To develop updated sample position descriptions, CASA:



You can provide feedback on your role's position description.

## How do I give feedback?

During consultation, you receive access to the draft position description for your role, a link to a feedback document, instructions on how to provide your feedback, and the timeframe for consultation.



### More Information

For more information, speak with your manager, visit Horace, or email [Workforce Planning](#).

## Consultation

In line with the CASA Enterprise Agreement, the consultation is open for 2 weeks. This period allows you to consider the position description and provide your feedback.

CASA's approach to consultation includes working with and openly communicating these activities with all employees, employee representatives and interested stakeholders, including relevant unions, so they are also being provided with copies of the draft position descriptions as well.