

Job Description

Aerospace Intern - Foremost UAS Test Range

Job Title and Position: Aerospace Intern

Job Summary:

The Foremost UAS Test Range is seeking an Aerospace Intern to work at the Range located in the Village of Foremost, Alberta. The Intern will report directly to the Foremost UAS Operations Manager and support the Range's mission to encourage, enable, and grow the capabilities to clients to safely fly Unmanned Aircraft Systems (also known as Remotely Piloted Aircraft Systems or drones) beyond Visual Line of Sight (BVLOS). The intern will be placed in a position as a team member to fly and operate a Remotely Piloted Aircraft; setup, maintain and operate a mobile ground-based radar which includes tracking both manned aircraft and unmanned aircraft systems; working as a visual observer for Remote Piloted Aircraft System operations; and monitor and communicate on VHF air band radios with local air traffic. The Internship is estimated to begin on May 5, 2025, for approximately 16 weeks (with exact details negotiable based on individual circumstances).

Duties and Responsibilities:

- 1) Daily Support of the client for Range/hangar activities.
- 2) Operating Foremost UAS Range vehicles.
- 3) Working shift work in support of the client Range schedule, as required.
- 4) Operating Remotely Piloted Aircrafts (RPA) under 25 kg.
- 5) Assist in planning, pre-flight, flight operations, and post-flight operations checklists for RPAS operations.
- 6) Visual Observers or VOs for RPAS flight operations.
- 7) Monitor and communicate on VHF air band radios with local air traffic.
- 8) Assist in generating/reviewing documentation for RPAS airworthiness and special flight operations certificate or SFOC applications to fly at the Foremost UAS Test Range.
- 9) Setup, maintain and operate the Range Radar for both situational awareness and detect and avoid or DAA applications.
- 10) Coordinating with NAV Canada Flight Information Centre or FIC for the issuance of notice-to-airmen or NOTAM to activate or de-activate Class F Restricted Airspace.
- 11) Being mentored to perform Range Safety Officer or RSO duties.
- 12) Setup/Drive 5th Wheeler Remote Operating Centre or ROC or Mobile Operating Centre or MOC throughout the Range.
- 13) Re-fueling and water hauling/transfer.
- 14) To ensure seamless RPAS operations for both vertical-take-off and landing or VTOL and fixed wing flights on the runways, maintain the Aerodrome grounds, as required (include grass cutting; weed control; and assisting with Runway Light maintenance).
- 15) Other duties as assigned.

Qualifications and Requirements:

Ideally the interns hired to work at the Foremost UAS Test Range will have the following qualifications:

- 1) Must be between 18-29 years of age.
- 2) University or College student/graduate (preference given to someone in the aeronautical, geographic information system, electronics, computer science, and/or RPAS studies/background).
- 3) Class 5 GDL minimum required.
- 4) Computer skills including Microsoft Office.
- 5) Knowledge of unmanned systems including aerial, surface, ground, and control systems with a Transport Canada Small RPAS Operator Certificate (Basic or Advanced) would be an asset.
- 6) A good communicator and proficient in English (required for both oral and written).
- 7) Strong work ethic.
- 8) Willingness to learn.
- 9) Excellent team player who is enthusiastic and committed to the role/team.
- 10) Standard 1st Aid Responder.
- 11) Radio Operator Certificate – Aeronautical or ROC-A.
- 12) Ability to lift a minimum of 50 pounds.
- 13) Ability to stand for extended periods of time in uncontrolled environmental conditions.
- 14) Ability to sit for an extended period.
- 15) Ability to work outdoors in cold, heat and other environmental conditions.

The intern will receive both formal and informal training and mentorship in the above skills and will utilize these skills as required to support activities at the Foremost UAS Test Range.

Reporting Structure: The Aerospace Intern will report directly to the Foremost UAS Operations Manager.

Salary Range: \$27/hour

Employment Type: Full-time for 16 weeks based on a 40-hour work week (exact work schedule may vary by week depending on client and operational needs)

Location: Village of Foremost, Alberta

[Note: The Village of Foremost is a small rural farming village with a population of around 580 people. Housing in Foremost is very limited and the successful candidate may have to live in a larger nearby community. It will be the successful candidate's responsibility to travel to/from the Foremost Aerodrome, at their time and expense, for each day of their work schedule.]

Position Funding: The Aerospace Intern position is funded through the generous support of Community Futures Entre-Corp as part of their Rural Aerospace Development (RAD) Project. The funding is contingent on the Foremost UAS Test Range and the Aerospace Intern meeting any requirements from the funder including regular activity reporting.

Application Process: The recruiting process will be ongoing until a successful candidate is hired. Interested candidates should apply as soon as possible by sending a resume and cover letter to Steve.Donovan@foremostuasrange.ca. The Foremost UAS Test Range is committed to providing a diverse

and inclusive work environment where every employee feels safe, valued, and respected. We encourage all people to express interest with us, especially those from marginalized and underrepresented groups who might hesitate before applying.

About the Foremost UAS Test Range: The Village of Foremost owns the infrastructure/support equipment for the Foremost Unmanned Aircraft System or UAS Beyond-Visual-Line-of-Site or BVLOS Test Range Class F Restricted Airspace, CYR234, 235, and 236. This is one of two such Transport Canada (TC) approved BVLOS Test Ranges (the other being in Alma, Quebec). UxS Consulting is contracted by the Village of Foremost to provide professional, management, and technical oversight for the Range. In this capacity, UxS Consulting acts on the Village of Foremost behalf to interface with TC Remotely Piloted Aircraft System or RPAS Centre in managing the Restricted Foremost Range Airspace for UAS BVLOS missions. UxS Consulting also works closely with NAV Canada in getting notice-to-airmen or NOTAMs generated for when above airspace is being utilized for UAS BVLOS activities, reporting any safety issues to NAV Canada, and local point of contact for the control of above airspace.

The Foremost UAS Range also provides technical assistance with Canadian UAS service business for getting their requirements for a special flight operations certificate or SFOC for BVLOS missions at the Foremost UAS BVLOS Test Range through TC. It is important to note, that most of these Canadian-based businesses are small/medium businesses (SMB) and without the Foremost UAS BVLOS Test Range, would find it very difficult, if not impossible to go to the next step with TC in getting general SFOC for BVLOS throughout the Canadian Region. Once an SFOC for BVLOS has been approved/generated through TC Centre for RPAS, UxS Consulting coordinates with the client for booking Range dates, providing Range assets when on site, and providing local resources, as required.

Most clients who operate at the Foremost UAS BVLOS Test Range are either service provider looking for return-on-investment to go from visual-line-of-site (VLOS) to BVLOS operations, academia, Defense contractors, and/or manufacturers of specific remotely piloted aircraft system or RPAS platforms. These clients typically operate at the Range for Research and Development (R&D) and/or Test & Evaluation (T&E) purposes. Once a client has performed successful testing/validation of BVLOS missions at Foremost, they are well positioned to apply for approval to operate in other more restrictive airspace in Canada and globally.

Note: This job description is intended as a general guide and may be subject to change to meet the evolving needs of the company.