



ATLANTIC AVIATION AND FLIGHT CENTER LLC
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CERTIFIED FLIGHT INSTRUCTOR HIRING REQUIREMENTS

Qualified applicants are considered without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, or veteran status. If you need assistance or an accommodation during the application process because of a disability, it is available upon request. The company is pleased to provide such assistance, and no applicant will be penalized as a result of such a request.

Who We Are

Atlantic Aviation and Flight Center is an established, diverse, part 61* flight training facility located at the Taunton Municipal Airport, East Taunton Massachusetts. KTAN has been in operation for over 90 years and is an aviation enthusiasts' magnet. We are only minutes away from Martha's Vineyard, Nantucket, Cape Cod, Boston, and Newport Rhode Island, about an hour away from New York and Long Island. To the north are the beautiful mountains of New Hampshire, Vermont and Maine. This is the perfect location for individuals who enjoy the outdoors and rich cultural activities.

Our Philosophy

General Aviation flight training is changing rapidly and so must the business model and philosophy of flight schools. We believe first and foremost, that the CFI is here to *teach and meet the needs of the customer*. We are focused on quality and results. Because of that philosophy, all CFI's who fly with AAFC must be able to commit to a minimum two year contract. This insures continuity of training and instructional quality for our customers. In addition to accepting flight students obtained from the school's marketing efforts, instructors are responsible for developing their own practice and customer base within the training parameters of the flight school. Because we consider our instructional staff vital contributors to the company, CFI's are financially incented to participate in customer recruiting, sales and marketing.

Our Culture:

Our flight training environment and culture is ideal for the following candidates:

1. The experienced professional instructor who loves to fly and has a desire to build a long term flight training practice.
2. The entry level flight instructor who is highly motivated and desires to establish a sound, professional work ethic as part of his/her aviation career path.

Candidate Qualifications

The ideal candidate must have a proven commitment to excellence and a strong desire for continuous learning. As equally important are strong teaching and communications skills, proven ability to provide exceptional customer service, and the knack to relate well with flight students of all ages, backgrounds, ethnicities and economic strata. Professionalism and integrity are paramount. The candidate, if contracted, will be encouraged to actively participate in the FAAST organization, by providing safety seminars to the general aviation and professional pilot community.

The candidate will also serve as an ambassador for the general aviation community by providing ground schools and educational seminars to local high schools and Community Colleges. The ideal entry level candidate will be able to verify participation in community and volunteer activities within the past two years. All candidates will be able to show evidence of participation in other aviation professional organizations such as: EAA, Young Eagles, Civil Air Patrol, Collegiate or Military Aviation clubs, Collegiate Aviation Competitive Teams, FAAST, Society of Flight Educators, Women in Aviation International, ROTC, 99's, NGPA, WAI.

In addition to teaching in flight school aircraft, flight Instructors who are contracted with Atlantic Aviation and Flight Center, will benefit from teaching in a wide variety of owner aircraft and must be able to demonstrate the responsibilities of PIC when asked to do so. AAFC CFI's can expect to obtain experience in Bonanza's, Cherokee Six's, Commanders, Mooney's, S-LSA's, and many other types of aircraft.

Minimum Qualifications

Full or Part Time Entry Level Position: Candidates with 200 hours or less of prior flight instructor experience.

Minimum Professional Requirements:

- Current Second Class Medical
- Read, write, speak, and understand the English Language
- GPA of at least 3.0 if graduated from a collegiate Part 141 flight school
- Current CFI and Commercial Pilot Certificates
- Ability to pass a DOT/ FAA Drug and Alcohol screening test

Other Professional Requirements (required for experienced professionals, preferred for inexperienced)

- All of the above minimum requirements plus:
- MEI (negotiable)
- CFII (or able to obtain within 6 calendar months of hire)
- Member National Association of Flight Instructors
- Member FAA Safety Team
- High Performance Single Engine Land Endorsements

The Interview Process

Prior to contracting with AAFC, candidates will be required to pass a two part interview process. The first step is the initial interview. This may be conducted over the phone or in person.

Candidates are required to supply the following prior to the initial interview.

1. Commercial Pilot Certificate
2. Certified Flight Instructor Certificate
3. Photo Identification

4. Log Book (made available at interview)
5. Current Medical
6. Resume outlining all the requirements listed above with flight times.
7. If graduated from a collegiate Part 141 program, one copy of official transcripts showing most recent GPA and a vitae of collegiate activities.
8. Two written references.
 - One from an individual who can attest to the candidate's professional/work/collegiate performance and
 - The other from an individual who can attest to the candidate's character.
9. A lesson plan for 8's on pylons
10. A copy of CFI and FOI written test scores.

The initial interview will take place with the Chief Flight Instructor and consist of a review of records and experience. The candidate can expect to answer technical questions pertaining to aircraft performance, regulatory requirements of parts 61, 91, NTSB and 141 of the Federal Aviation Regulations, and aeronautical decision making. In addition, candidates will be prepared to discuss learning methods, principles of learning, learning styles and learning theories.

The candidates should come prepared to perform a ground lesson on Eights on Pylons and be prepared to answer aerodynamic questions on the maneuver. This includes developing a lesson plan that will be submitted to the Chief Instructor at the beginning of the interview. **** At the conclusion of the interview, candidates may be asked to submit to a pre-employment drug and alcohol screening test. We are an FAA certified 91.147 Air Tour Operator and pre- employment screening must be completed prior to exercising safety sensitive duties.**

The second interview is with Atlantic Aviation and Flight Center's Vice President of Operations. The interview will consist of a review of the results from an employment background check, reference check, and drug – alcohol screening test. Candidates should come prepared to discuss his or her customer service, work, college and flight training experiences.

Following the first two interviews the candidate may or may not be asked to return back for a final interview. If there are two or more equally qualified candidates, each individual may be asked to return for a third and final interview.

Starting Pay and Incentives

Instructors with less than 200 hours of teaching experience will start at \$22.00/hour. Subsequent increases in hourly income are based on an annual review of measurable performance and results. Instructors are expected to bill for flight and ground time. All instructors, regardless of experience level are allowed to bill AAFC \$12.00/hour for administrative time spent managing the dispatch desk, preparing for flight lessons, ground schools, public speaking presentations, or other duties requiring the skills of a flight instructor.

Incentives:

Besides customers, Certified Flight Instructors are the most important component to the success of any flight school. Flight instructors are often the first person with whom aspiring pilots come in contact on and off the airport. Some of our incentives are listed below.

1. If an AAFC contracted CFI recruits and retains a new private pilot or recreational pre solo candidate with 0 - 20 hours, and that student completes their certificate within 12 months (first time pass) then the CFI is awarded a \$200.00 bonus per student. The student must pass the End of Course and the FAA check ride on the first try.

2. If a CFI recruits a zero time private pilot candidate and trains him/her to their initial solo, that CFI will be awarded a \$50.00 bonus. Student must have flown a minimum of 10 hours with the recruiting CFI and passed a pre solo stage check on the first try.
3. If a CFI recruits and retains an instrument rating candidate, and that candidate obtains their instrument rating within 6 months (first time pass) then a \$100.00 bonus will be awarded per student. The student must pass the End of Course Stage check on the first try.

Interested candidates should forward by electronic mail, a cover letter and a current resume to Deanna@flyaafc.com. If selected for an interview, the candidate will be contacted either by phone or by electronic email. Therefore, candidates are asked to please make sure their contact information is valid and current.

*We are currently in the process of applying for part 141 certification.