

TREASURE VALLEY COMMUNITY COLLEGE

TVCC is a comprehensive community college dedicated to promoting student success.

RECRUITMENT ANNOUNCEMENT

FLIGHT INSTRUCTOR

(Fixed Wing – Part Time)

PAY - \$25.00 per hour

JOB TYPE – Part-time

DEADLINE – Open until filled

LOCATION – Ontario, OR

DEPARTMENT - Aviation

REPORTS TO – Lead Flight Instructor

This part-time instructor position is responsible for the flight and ground instruction of Private Pilot students in the Aviation Applied Science program with Treasure Valley Community College (TVCC). This position will provide flight, simulator, and ground instruction in accordance with Part 61, FAA regulations, Airmen's Information Manual, advisory circulars, airport operations, and Treasure Valley Community College (TVCC) policies and procedures.

QUALIFICATIONS

Minimum Qualifications:

To be eligible for the position of Flight Instructor the incumbent must hold at a minimum an FAA issued Flight Instructor Certificate, Airplane; in addition, the applicant must meet the following requirements:

A. Hold a commercial pilot certificate or an airline transport pilot certificate. The certificate must contain the appropriate aircraft category and class ratings for airplane single engine land and instrument rating; and

B. Meet the pilot-in-command flight experience requirements of 14 CFR §61 for recent flight experience under 61.57., and

C. Be proficient on instructional skills and ability to train students on the flight procedures and maneuvers appropriate to the TVCC Aviation program; and

D. Hold a current Class 1, 2, or 3 Medical; or self-certify under Basic Medical rules.

E. Maintain CFI credentials and medical certificates appropriate for airplane, single engine instruction that may result in student completion of private pilot ratings.

F. Maintain proficiency as PIC in several make/models aircraft used in TVCC flight instruction.

Preferred Qualifications:

Associate of Arts/Science degree in any major emphasis and industry experience with flight and ground instruction experience. CFI – Instrument; and CFI – Glider are also desirable for this program of instruction.

ESSENTIAL FUNCTIONS

FLIGHT INSTRUCTION:

- Provide ground instruction in classroom, at aircraft site for pre-flight and post-flight training, and on computer-based training program(s) as needed.
- Provide direct instruction in aircraft for each non-solo student flight, up to 65 hours per assigned student per term for Private Pilot Rating.
- Perform flight instructor duties authorized by the Federal Aviation Regulations in accordance with the approved Training Course Outline.
- Schedule aircraft operations for flight training.

KNOWLEDGE, SKILLS, ABILITIES

- Safety-first attitude.
- Imparting excitement and enthusiasm into teaching.
- Adapting to a variety of teaching situations and learning styles.
- Communicating effectively in oral and written English.
- Aircraft piloting skills, including familiarity with and ability to perform required flight maneuvers and procedures.
- Knowledge of appropriate Federal Aviation Regulations and related administrative and operational procedures and requirements.
- Ability to work well under pressure in fast-paced and noisy environment while exercising sound judgment at all times.
- Perform an average of 40 instructional hours per two-week period utilizing a flex-time, on-demand schedule.
- Maintain 80% pass rate for assigned student's final review and stage checks.

WORKING CONDITIONS

Usual office working conditions, plus work outside in aircraft cockpit environment. Outside work is conducted year round in conditions that may include seasonal temperature variations with weather generally considered to meet visual flight rules. The noise level in the work area is typical of most aircraft environments, but

can be hectic and fast-paced at times. Most work takes place in office/classroom working conditions, where the noise level is typical of office environments with telephones, computers, personal interruptions, and background noises. Significant daily contact in person and by phone with students, staff, and general public.

Flight instructors will not exceed 12 hours worked including no more than 6 hours' flight instruction given during a single duty day. All instructors are required to take a minimum of two days off within every 14 consecutive day period.

TERMS OF EMPLOYMENT

This is a part-time (up to 19 hours per week), non-exempt position.

APPLICATION PROCEDURE

A complete application file consists of the following:

- A letter of interest stating how you are qualified to perform the duties of the position
- A resume
- College transcripts, if any (copies are acceptable at this time)
- A TVCC application for employment. A pdf fillable application may be downloaded at www.tvcc.cc/hr/jobs.cfm
- If applicable, a completed DD Form 214 in order to establish veteran preference per OAR 839-006-0445 and OAR 839-006-0450(3)

APPLICATION SUBMISSION: All application materials should be submitted or mailed to: HR@tvcc.cc or Human Resources, Treasure Valley Community College, 650 College Boulevard, Ontario, OR 97914.

NOTE: If you are unable to supply any requested application information by the deadline, please notify the HR office, otherwise your application may be deemed incomplete and will not be considered further. Materials submitted with the application become the property of TVCC and will be retained in accordance with employment procedures.

The College reserves the right to reject all applicants and ask for a re-opening of the position or make a direct appointment.

TREASURE VALLEY COMMUNITY COLLEGE IS AN EQUAL OPPORTUNITY EDUCATOR AND EMPLOYER

It is the policy of the Treasure Valley Community College Board of Education and the College that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, sexual orientation, religion, national origin, age or disability in any educational programs, activities or employment. Lack of English language skills will not be a barrier to admission and participation in career and technical education programs. Persons having questions about equal opportunity and nondiscrimination should contact the Human Resources Director located in the Student Services Center on the south side of the Four Rivers Cultural Center building, or call (541) 881-5838 or TDD (541) 881-5839.

Persons having questions about or requests for special needs and accommodation should contact the **Disabilities Services Coordinator** at Treasure Valley Community College, 650 College Blvd., Ontario, OR 97914. Telephone (541) 881-5812 or TDD (541) 881-2723. Contact should be made 72 hours in advance of the event.