AUBURN
Human Resources

Flight Instructor
Job Description

JOB INFORMATION

Job Code	EG12
Job Description Title	Flight Instructor
Pay Grade	TR16
Range Minimum	$59,730
33rd %	$73,660
Range Midpoint	$80,630
67th %	$87,600
Range Maximum	$101,530
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	1/9/2019

JOB FAMILY AND FUNCTION

Job Family:	Transportation
Job Function:	Flight Operations

JOB SUMMARY

Provides flight training for AU students pursuing Aviation Management or Professional Flight degrees, as well as other interested AU students in other disciplines.

RESPONSIBILITIES

- Promotes and instills the safety culture of AU Flight Education by adhering to all prescribed policies and procedures, bringing any safety-related issues to the attention of the Chief Instructor, and working to instill a culture of safety in all their students.
- Ensures each assigned student is scheduled in accordance with the student's flight training schedule on the days and time blocks established. Schedules assigned students to make up any missed lessons, or to accommodate additional availability the student may have.
- Conducts instruction in accordance with all AU Professional Flight and FAA practices, procedures, and guidance.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Some college; vocational or Associate's Degree	No specific discipline.	and	0 years of	Experience is included in the certification and rating requirements.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of the flight training aspects of aviation, including techniques and skill.	

REQUIRED PRE-EMPLOYMENT/ONGOING SCREENINGS

Pre-Employment Drug Screening; Random Drug Screening

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting				X		
Lifting	X					
Climbing			X			
Stooping/ Kneeling/ Crouching			X			
Reaching				X		
Talking					X	
Hearing					X	
Repetitive Motions				X		
Eye/Hand/Foot Coordination				X		

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold			X		
Extreme heat			X		
Humidity			X		
Wet			X		
Noise			X		
Hazards			X		
Temperature Change			X		
Atmospheric Conditions			X		
Vibration			X		

Vision Requirements:

Ability to see information in print and/or electronically and distinguish colors.