

## **Job Description**

**Position Title:** Ground School Instructor  
**Department:** Flight Operations  
**Reports to:** Acting Chief Ground Instructor  
**Level:** Non-exempt

**Nature of Work:** Ground instructors are responsible for delivering educational material associated with various ground school courses; including, but not limited to private, instrument, and commercial. Additional duties include preparation for courses as assigned, one-on-one instruction as necessary, administering and grading quizzes and exams, and other duties as assigned by Chief Ground Instructor (or designee).

### **Knowledge, Skills and Abilities:**

- Must have aeronautical knowledge and people skills necessary to be an effective teacher
- Must be able to provide good customer service to the pilot trainees
- Must possess excellent organizational and cognitive skills
- Must be able to read, understand, and interpret instructions and information using the English language
- Must be able to effectively communicate new concepts to pilot trainees and develop methods for insuring the pilot can demonstrate an understanding of the concept
- Maintain an 80% pass rate on first attempt and an 80% completion rate per semester
- Will be required to pass standardization and proficiency checks throughout tenure with F.I.T. Aviation
- Lesson planning, presentation skills, computer/IT competence (especially Windows/Office/PowerPoint/Internet)
- Enthusiastic, persuasive, and effective communications
- Motivational and inspirational classroom skills
- Subject knowledge appropriate to the courses taught

### **Training and Experience Required:**

#### **Essential Qualifications:**

- Bachelor's degree in Education or Aviation or 5 years of Aviation teaching experience
- CFI/CFII, or AGI/IGI (with commercial pilot experience)

#### **Desirable Qualifications:**

- Experience in resource allocation ideally in an aviation or academic environment.
- Previous aviation teaching experience.

**Responsibilities:**

- Develop and/or revise academic tests, presentations, and graphics as required
- Deliver training and testing in the classroom and provide e-mail and/or telephone support as required
- Assist with the standardization and training support of other instructors as directed by the CGI/CFI or designee.

Please reply to Megan Williams via fax 321-674-6520 or via email [mwilliams@fitavition.com](mailto:mwilliams@fitavition.com) to apply. EOE/DFWP