

# Welcome to SAFE!

On behalf of the Society of Aviation & Flight Educators, thank you for investing in us. As a valued member, you are the essential ingredient in establishing SAFE as the preeminent organization for aviation educators. Guided by our founding principles — *Accountability*, *Transparency*, *Fairness*, and *Professionalism* — and with individuals like you, we are building the dynamic and member-centric organization the aviation education community deserves.

We are constantly evolving and adding programs and services, and the SAFE website (<a href="http://www.safepilots.org">http://www.safepilots.org</a>) is updated on a regular basis. Please be sure to visit the website for the latest news, programs, calendar of events, job opportunities, message forums, and more. Browse the virtual Library often to see what new resources have become available, too.

Because SAFE is *your* organization, you are encouraged to be proactive and engaged. Feel free to provide frequent feedback and suggestions to improve SAFE. And if you have expertise that you would like to share, feel free to volunteer for one of our committees.

I hope that you will proudly promote yourself as a member and will encourage other aviation educators to join us. After all, we are *all about our members!* 

Sincerely,

Doug Stewart, Executive Director Society of Aviation & Flight Educators



# IMPORTANT INFORMATION ABOUT YOUR MEMBERSHIP

Thank you again for joining SAFE. You are now part of a unique organization of professionals who are passionate about aviation education. We operate predominantly as a volunteer organization; as such, SAFE depends on the shared expertise of many dedicated individuals not only to run the organization, but also to accomplish the diverse goals set forth in our governance documents. Thus, what you get out of your membership will largely depend on what you are willing to contribute to it. If you have talents that will improve your organization — even if the time you can devote as a volunteer is limited — please stand up and be counted! Please also bookmark the SAFE website for easy access (<a href="www.safepilots.org">www.safepilots.org</a>) and check in there often.

# **Keeping Your Information Current**

SAFE is largely an Internet-based organization, and we communicate with members via email. Thus it is important to keep your contact information current, especially your email address. Update your contact information any time by logging on to the website and following the **Manage Your Account** link in the yellow "Welcome to SAFE" box located on the right side of SAFE webpages. You can provide additional information such as your website, other contact info, and a basic bio. You can also download a PDF membership ID card and wall certificate as described below.

# Welcome to SAFE!

- Login
- Manage Your Account
- Registration for Members
- Lost your Password? - Help Center

## Welcome to SAFE!

- You are now logged in (logout)
- Privacy Options
- Submit Your SAFE Public Profile
- Event Registration
- Manage Your Account
- Registration for Members
- Lost your Password?
- Help Center

"Welcome to SAFE" box before and after log in

#### Membership ID Card, Wall Certificate, & Member Profile

Your SAFE member card and wall certificate can be accessed by logging on to the website at <a href="www.safepilots.org">www.safepilots.org</a> and following the **Manage Your Account** link. Under "Users" on the left side of the webpage are links to "Download Card" and "Download Cert." If necessary, trim your members ID card to fit in your wallet or cardholder. You can print replacements as needed while your membership is current. You can also submit a public Member Profile under "Users" by selecting "Submit SAFE Profile."

# **Accessing the Members-Only Area & Your Member Benefits**

Please note that "Members Only" is a secure area of the SAFE website and is available <u>only</u> to paid and current SAFE Members. The numerous discounts offered through SAFE are benefits to members only as well. Members-Only access is granted automatically when joining or renewing.

If you encounter any log in or other issues with "Members Only", please contact our Webmaster at webmaster@safepilots.org

# **SAFE Library**

Our Members-Only Library is a growing, peer-reviewed resource for SAFE members. Please peruse the Library's virtual bookshelves periodically. And if you would like to contribute material for use by fellow members, please log on and follow the path **Members Only > Library > Contribute**. Submit the form to start the process. The Library Editorial Review Committee (LERC) will respond regarding the next steps in review and approval process.

# **SAFE Email Communiqués**

In order to be an agile organization capable of interacting easily with members and responding rapidly to aviation issues, SAFE uses an email service provided by Constant Contact to communicate with our membership. SAFE emails emanating from Constant Contact include news items, governance matters, and our periodic eNewsletter, *SAFE eNews*.

To ensure you receive communiqués from SAFE, please:

- 1. Keep the email address in your profile up to date;
- Set your email program's spam filter to allow emails from Constant Contact
  (www.constantcontact.com) that have Society of Aviation and Flight Educators
  <safe@safepilots.org> in the "From" line; and
- 3. Should communiqués to you bounce, we may also ask you to contact your Internet Service Provider (ISP) to allow SAFE emails past their filters.

Renewal Notices: In addition to SAFE communiqués from Constant Contact, our database management system will automatically send renewal notices to your email address around the time your membership is due to expire. <u>Please heed these notices</u>, as they will be the only renewal notices from SAFE.

#### Social Media & Forums

- Twitter @SAFEPilots
- Facebook <a href="http://www.facebook.com/pages/SAFE-The-Society-of-Aviation-and-Flight-Educators/162654810465107">http://www.facebook.com/pages/SAFE-The-Society-of-Aviation-and-Flight-Educators/162654810465107</a>
- LinkedIn http://www.linkedin.com/pub/safe-society-of-aviation-and-flight-educators/1b/99/b1
- Forums http://www.safepilots.org/forum/

## **Getting to Know Us**

- Meet Your Board of Directors <a href="http://safepilots.org/governance/meet-the-board/">http://safepilots.org/governance/meet-the-board/</a>
  - First and foremost, SAFE is <u>your</u> organization. The Board serves at the pleasure of the membership and is eager to receive input on issues that affect the organization in particular, and aviation in general. If you have something to contribute, be it a suggestion or criticism, please feel free to contact any of your Directors!
- Meet Some of Your Fellow Members <a href="http://www.safepilots.org/member-profiles/find-a-safe-educator/">http://www.safepilots.org/member-profiles/find-a-safe-educator/</a> and <a href="http://safepilots.org/member-profiles/">http://safepilots.org/member-profiles/</a>
  - o In addition to an automatic listing on the "Find a SAFE Educator" page, you can choose to add a more detailed profile to the "Member Profiles Directory" as described above.

## **Key Website Addresses**

- Home Page http://www.safepilots.org
- SAFE Vision & Mission Statements <a href="http://safepilots.org/governance/vision-mission-statements/">http://safepilots.org/governance/vision-mission-statements/</a>
- SAFE Code of Ethics <a href="http://safepilots.org/governance/code-of-ethics/">http://safepilots.org/governance/code-of-ethics/</a>
- SAFE Bylaws http://safepilots.org/governance/bylaws/

# Take Advantage of SAFE's RSS Feed for Automatic Updates

The SAFE website incorporates an RSS Feed. If you are familiar with this, you can use your web browser or your email program to add an RSS Feed from SAFE. Any time a new item is added to the SAFE News page (<a href="http://safepilots.org/blog-news/">http://safepilots.org/blog-news/</a>) you will be notified based on the RSS Feed settings you've chosen in your particular web browser/email program.

If you are not familiar with RSS Feeds, look under the "Help" tab in your web browser/email program's menu bar. For additional information on RSS Feeds, see:

http://www.google.com/support/feedburner/bin/answer.py?hl=en&answer=79408

#### **Volunteers Wanted**

We are always looking for members who want to volunteer some of their time and talent to improve SAFE. If you would like to assist on a committee, in the SAFE booth at any aviation events, or with any SAFE initiatives, please submit the contact form at http://www.safepilots.org/contact-us/