


BBCC ADMINISTRATIVE PROCESS

Title: Flight Intern Pay Scale for Non-Tenurable Positions	AP 4705	Implementing Board Policy: BP1040
Originating Department: Human Resources	Originated:	Effective Date: 9/7/18
Previous Revisions: 2/25/08	Approved: <u></u> President	

1.0 PURPOSE

The purpose of this AP is to define the pay scale for Flight Interns supporting the Aviation Program.

Certified Flight Interns (CFI) work closely with full and part-time faculty to support the academic needs of students in the Big Bend Community College (BBCC) Aviation program. Individuals working in CFI positions may not be full-time students of Big Bend Community College and may not be enrolled in more than 5 credits per quarter at BBCC.

2.0 SCOPE

The CFI position is considered a part-time, temporary position and is subject to the provisions of WAC 357-04-045 and may not work more than 1050 hours in any twelve (12) consecutive month period. Performance of the duties of a Certified Flight Intern are not subject to tenure and individuals in these positions will not accrue time for service to be applied to the negotiated full-time faculty salary schedule.

The following is required of all Certified Flight Interns at Big Bend Community College:

- Must possess a commercial pilot certificate, airplane single-engine land (ASEL) with instrument rating - airplane.
- Must also possess a current flight instructor certificate – airplane, single-engine and a current Medical Certificate with no restrictions that would prohibit performance of flight duties and non-flight duties as assigned by Big Bend Community College.
- The internships require that the applicant has successfully completed Big Bend Community College's Part 141 Flight School, commercial ASEL including instrument rating.

POSITION	QUALIFICATIONS	DUTIES	PAY/HR
INTERN I	COMM ASEL CFI – ASE	Pre & post flight briefings. Fly schedule as assigned. Stages 1 thru 4. Assist with other flight line activities as assigned.	\$17.00 ^t
INTERN II	Above + CFI-IA	Same as above, plus students in stages 5-7.	\$19.00 ^t

INTERN III	Returning Intern II instructors with at least 4 quarters experience and at least 400 hrs in 141 teaching & tailwheel endorsement.*	Same as Inter II + Instrument CFI & Multi as needed.	\$20.00 ^t
------------	--	--	----------------------

* If emergency hire, may waive tailwheel endorsement.

^t For intern positions, pay rates increase when person obtains next level of qualifications.

Rates outside of those listed in this document require prior approval from the Vice-President of Human Resources & Labor.