

Ray Scholarship Coordinator - Qualifications and Duties

Minimum Qualifications

- Valid EAA member.
- Valid member of the local chapter.
- Completion of EAA Youth Protection Program and background check.
 - This can be completed at www.EAA.org/YouthProtection.
- Must attend the coordinator webinar at the beginning of each calendar year.
- Coordinator may not also act as the scholar's CFI.

Required Duties

- Primary point of contact with EAA headquarters.
 - Submission of chapter application.
 - Final submission of scholar recommendation/application.
 - Final submission of progress reports.
 - Direct contact for questions regarding the chapter's involvement in the program and the progress of the Ray Aviation Scholar.
 - Submission of photos, video, and text to EAA to help promote scholar successes.
- Primary point of contact for Ray Aviation Scholar.
 - Distribution and management of funds.
 - Develop relationship between scholar and chapter.
 - Available to answer questions.
 - Schedule monthly check-in reports with the scholar, CFI, and chapter.
- Lead the identification of eligible Ray Aviation Scholarship candidates.
- Actively engage and identify opportunities for the Ray Aviation Scholars to become involved in local chapter activities to meet required volunteer hours.
- Actively mentor Ray Aviation Scholars to encourage success.
- Promote the successes and milestones of the scholars through chapter activities, the chapter newsletter, chapter social media/webpages, and local media.
- Work with Ray Aviation Scholar to submit required reports.
 - **Report 1:** Due at first solo or three-month mark, whichever occurs first.
 - **Report 2:** Due at completion of FAA written or six-month mark, whichever occurs first.
 - **Report 3:** Due at the successful completion of flight training or 12-month mark, whichever occurs first.