



Airlines for America®

We Connect the World

POSITION: Intern, Safety, Security and Operations (SSO)

REPORTS TO: VP Operations & Safety, Paul McGraw

About A4A

The fundamental purpose of Airlines for America is to foster a business and regulatory environment that ensures safe and secure air transportation and enables U.S. airlines to flourish, stimulating economic growth locally, nationally and internationally. By working with its members in the technical, legal and political arenas, A4A leads industry efforts to fashion crucial aviation policy and supports measures that enhance aviation safety, security and well-being. A4A and its members continue to play a vital role in shaping the future of air transportation.

Duties will include:

- Digesting daily Federal Register outputs from the FAA and presenting to SSO staff as required.
- Surveying A4A members on pertinent topics and compiling results to present to SSO staff.
- Assist with Council meetings, research projects, information tracking and other work as assigned by the following departments:
 - Engineering, Maintenance and Materiel
 - Safety
 - Air Traffic Management
 - Flight Operations
 - Cargo Services
- All other duties as assigned.

Skills and Experience Desired:

- At least two years of college completed.
- Understanding of aviation terminology, aircraft design, operations, regulations or the ability to quickly assimilate basic knowledge in these areas.
- Experience using MS Office Suite including Word, Excel and PowerPoint.
- Good communication skills both orally and in writing.
- Duration: 3 to 4 months depending on availability. Not to exceed 29 hours per week.
- Compensation: \$14.00 per hour.

Location: 1275 Pennsylvania Ave NW, Suite 1300 in downtown Washington DC., 3 blocks from the White House and 2 block from Metro Center

Resumes may be sent to <mailto:HR@airlines.org> with subject line JOA# 17-04 SSO Intern.