

Horizon Air

Association of Flight Attendants-CWA

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In accordance with AFA Horizon Air MEC Policy and Procedure Manual, the term of appointment for the MEC Committee Chairpersons is concurrent with those of the MEC Officers. As the current MEC Officer term will end on December 31, 2022, the MEC will be conducting a review of all MEC Committee Chairperson and other MEC-level appointed positions at a Special MEC Meeting to be held December 9, 2022. **This meeting will be held virtually, via zoom, specific interview times will be communicated to those who have applied.**

As a reminder, interested candidates should submit at least one of the following: biography, resume or statement detailing your experience. **We have created an easy to use form to use to submit your Commitment to Serve statement using the following [link](#). You may also upload your biography, resume or statement using the same form, if you have not done so already.** The deadline for submissions is 9 AM Pacific time on Friday, December 2nd.

The following MEC-level chairperson positions will be :

- Air Safety, Health, & Security Committee (ASHSC) Chairperson
- Leave and Benefits Committee Chairperson
- Communications Committee Chairperson
- EAP Committee Chairperson
- Government Affairs Committee Chairperson
- Grievance Committee Chairperson

- Hotel and Transportation Committee Chairperson
- Inflight Service/Training Committee Chairperson
- Jumpseat Committee
- Reserve Committee Chairperson
- Scheduling Committee Chairperson
- Uniform Committee Chairperson

Additionally, interviews will also be held for those interested in the following MEC-level appointed positions:

- ASAP Chair
- ASAP Alternate
- Jeppesen Chair
- Jeppesen Alternate
- Joint PBS Committee (2 positions and 1 alternate)
- System Board Member

General Qualifications

The following qualifications apply to all MEC-level Chairperson positions:

- Previous experience as a Committee Member or Chairperson preferred (required for EAP).
- Previous committee-specific training preferred (required for EAP).
- Ability to attend meetings as required (primarily by videoconference and occasionally in-person).

- Strong computer skills. Good working knowledge of Inflight Mobile Device, Microsoft Office (email, calendar, and other software), and Google Workspace.
- Strong written and verbal communication skills. Ability to write membership communications, respond professionally to internal and external e-mail, prepare reports, and plan meetings agendas and take minutes.
- Ability to meet deadlines, delegate responsibilities, and follow up on assigned tasks.

Duties and Responsibilities

Additional information about MEC Committee Chairperson duties and responsibilities may be found by [clicking here](#).

Time Commitment and Flight Pay Loss Reimbursement

Time Commitment and Flight Pay Loss for each position will be discussed during each interview. All positions operate in accordance with AFA's spirit of volunteerism.

Questions?

Any questions about MEC Committee Chairperson or MEC-level appointed position duties and responsibilities should be directed to MEC Vice President Todd Anderson at toddanderson@afahorizon.org.