



AEROSTAR AVION INSTITUTE

GIVING WINGS TO DREAMS

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To whom it may concern:

I am the Chief Executive Officer of the aviation education non-profit organization, AeroStar Avion Institute, in Chicago, Illinois. Daphne Boston was a freelance consultant and a volunteer for us periodically from August 2020 to April 2025.

While consulting and volunteering for us, she provided support in the following capacities:

Online Learning – Took ownership of all aspects of our conversion from in-person learning to online learning at the height of the COVID-19 pandemic. Trained and supervised our team of online instructors and classroom assistants.

Human Resources – Advised me on hiring and termination decisions and conducted wage/salary research for me. Assisted me with conducting interviews, took ownership of our organization's onboarding process, and also assisted me with timekeeping verification tasks.

International Programs – Liaised with our international program partner in Nepal. Coordinated and led monthly program status meetings and assisted our partner with curriculum development and managing program funding.

Programs Committee – Co-Chaired our Programs Committee with me and guided the committee on fulfilling information requests from our internal and external stakeholders. Led the development of program objectives.

Daphne also has exemplary writing and critical thinking skills, is very efficient, and gives her best. I was always pleased with her work and I have no doubt that she will continue to be successful in her career pursuits.

Sincerely,

Kristy Farrakhan
Chief Executive Officer