
Job Description: Volunteer Driver

Hours of work: A session of not more than 3 hours (unless otherwise agreed)

Responsible to: Project Manager (and Senior Youthworker during session)

Purpose: To drive bus from depot to appropriate village.

Project Objectives:

1. to advance the education and training of persons in Cambridgeshire and surrounding areas who are in need and unlikely to gain employment, in particular through the supervised provision of services and facilities not otherwise provide by the employment services.
2. to provide recreational facilities to persons in Cambridgeshire and surrounding areas who are in need of such facilities by reason of their youth in the interests of social welfare with the object of improving their quality of life.

Requirements:

- To have completed 15 hours observed driving of the bus
- To be accepted on the Projects' motor insurance policy.
- To have a clear enhanced CRB check

Main Duties:

To be familiar with electric and heating controls

To complete the drivers log book

To ensure that there are no more than six passengers and to never carry young people

To be familiar with emergency contact details

To inspect the bus for any damage or obstacles before moving the bus

To ensure all cupboards and equipment are secure before moving the bus

To drive the double-decker bus to a village for use as a mobile drop-in centre for young people

To ensure bus arrives 10 minutes prior to start of session

To plug the bus in to the designated power supply

To be available to collect the bus when the Senior Youthworker requires

To return bus to depot after the session has finished

To ensure security gate is returned to the "as found" position

To report any damage or non-working equipment to the Project Manager