COMMUNITY DRIVER VOLUNTEER

ROLE

To deliver services in a timely manner according to journey sheets and ensuring the safe delivery of Client/Passengers to their destination.

JOB DESCRIPTION

- Must have Current Driver's License
- Driving Clients/Passengers to their Destinations in a timely manner, e.g. appointments
- Maintain & appropriate paperwork on trips
- Maintain and clean rubbish out of vehicle
- Report any accidents, including minor damage to vehicle to Neighbour Hood House Co-Manager
- Low- Risk driving-taking all necessary precautions that prevent an accident or damage to vehicle
- Assisting clients with mobility aides etc.

EXPERIENCE AND SKILLS

- Excellent interpersonal and communication skills
- Safe driving skills
- Excellent knowledge of Road Rules

ORIENTATION AND TRAINING

- Orientation package and forms to be completed
- Understanding of Volunteer Handbook

CHECK REQUIREMENTS

A National Criminal History Check must be done before commencing voluntary work.

GENERAL CONDITION

We demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people, and with people from all Cultural backgrounds in a respectful way.

MANAGER/CONTACT PERSON

Sarina Kelly & Sophie Shadbolt
PH: (03) 5032 1549

(0493) 099 790