

Thurrock Council volunteer role description

Carers Centre minibus driver

Supported by	Carers Centre
Role summary	Driving the Day Centre minibus transporting adults to and from the centre for older people's day services.
Location	Cromwell Road Day Centre in Grays (main base), Bell House Day Centre in South Ockendon, and Kynoch Court Day Centre and Stanford-le-Hope
How to apply	Complete the application form at www.thurrock.gov.uk/volunteering

Tasks and responsibilities

You will be expected to:

- collect adults from their home addresses, bring them to the centre and return journey at the end of the session – there will be an escort who will travel on the minibus to support adults during their journey
- support completion of daily vehicle check sheets before commencing journey
- report defects found on the vehicle
- follow all relevant council policies including equality, health and safety, the corporate fleet policy and drivers handbook – training will be given

Skills and experience

You must:

- hold a valid driver's licence, including a D1 entitlement, a copy of which will be held on file
- be able to operate the bus tail lift and also able to securely clamp wheel chairs ensuring safe transport of clients – training will be given
- have good communication skills
- be reliable and trustworthy
- be committed to helping the service
- have patience, understanding and a friendly caring nature

It would be beneficial for you to have:

- experience of working with older people who may be frail, mobility impaired and/or sensory impaired or suffer with memory loss
- knowledge of the local areas
- knowledge of basic vehicle maintenance – for example, checking under-bonnet fluid levels, tyre pressures, and so on
- knowledge of first aid and manual handling

Time commitment

Our 3 Day Centres are open from Monday to Friday. Transport is from 8:30am to 11am, and from 3pm to 5:30pm. You may be required to drive at any of the 3 centre locations listed above.

There may be opportunities to do additional driving for other sessions/outings during the week, including Saturdays, however this is not essential to the role and will be agreed in advance.

Support you will get

We will:

- reimburse expenses, as agreed
- provide induction training
- provide MIDAS Training and Driving assessment
- cover you with our insurance policy
- provide on-going support

This role requires a Disclosure and Barring Service (DBS) check.