

**Magdalena Ecke Family YMCA
Volunteer Description
BUS DRIVER**

Volunteer Position: Bus Driver

Branch: 25 – Ecke

Reports to: Transportation Director and Active Adult Director

Basic Assignment:

Under the direction of the Transportation Director and Active Adult Director, the Volunteer Bus Driver is responsible for transporting participants to and from scheduled outings and activities. Responsible for daily vehicle inspection, maintaining applicable records, and conforming to all Association Transportation policies.

Qualifications:

- Valid "class B" driver's license or "CDL" with passenger endorsement.
- Current CPR and First Aid.
- Up-to-date commercial driver medical card.
- Criminal record clearance.
- Good driving record.
- H-6 DMV form, showing driving record for past seven years.
- Visual and auditory ability to respond to critical incidents and the physical ability to act swiftly in an emergency situation.
- Ability to adequately observe participant activities, enforce safety regulations, and apply appropriate policies and procedures.
- The physical ability to lead & interact in group activities & perform related skills.
- Able to pass pre-employment and random drug test.

Training Requirements:

- Attend scheduled meetings
- Child Abuse Prevention Training

Major Functions:

- Ensure the safety and well being of all participants.
- Keep accurate records of vehicle usage.
- Assure all applicable requirements of the California Vehicle code and the YMCA of San Diego Transportation Policy are met.
- Inspect vehicles on the appropriate forms directly before operating them and appropriately file them for records.
- Comply with state regulations, regarding proper usage, inspection and maintenance of vehicles.
- Communicate effectively with staff and participants.
- Transport participants safely.
- Demonstrate enthusiasm in all phases of work with participants.
- Be punctual and professional.
- Maintain a clean bus.