

Volunteer Transportation Driver

Volunteer Position Summary:

Responsible for transporting clients who are seniors and adults with disabilities in order to remain as independent as possible. Primary responsibilities include driving, completing daily paperwork and vehicle inspections and other tasks as assigned by the supervisor for frail, low-income clients.

Responsibilities:

Provide transportation to clients who are seniors and adults with disabilities;

Complete Daily Inspection of assigned vehicle and report promptly to the supervisor

Assist senior staff in responding to client needs through transportation services and/or resource delivery;

Complete accurate, legible and timely documentation of services delivered in accordance with Impact NW and Ride Connection's guidelines, including daily vehicle manifests and accident and inspection forms as needed;

Qualifications:

- Must pass a thorough background and DMV check
- Excellent people skills
- Experience or interest in working with seniors and adults with disabilities
- Exemplary driving record
- Basic computer knowledge
- Reliability and time management

Training/Resources Provided:

Training will be provided by the supervisor and transportation coordinator

Complete all required trainings

Commitment:

At least 3 months

Most shifts are during regular business hours 8-5

Volunteers can drive a personal car or agency vehicle

Reports to Transportation Coordinator

Volunteer Signature:

Vol. Coordinator Signature:

Start Date: _____

Schedule: _____