**Volunteer Job Description**

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| **Job Title**  Driving Volunteer | |
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| **Department**  Roles available throughout YMCA |  |
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| **Reports to (Job Title)**  Health & Safety Manager | |
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| **Responsible for:**  Drivers |  |
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| **Location**  YMCA North Staffordshire |  |

YMCA is a Christian organisation, committed to Equality and Diversity in the Workplace. YMCA is committed to the safeguarding of children, young people and vulnerable adults.

**Job Purpose**

YMCA has a requirement for experienced drivers to volunteer for us to drive young people and adults to and from their events and activities.

**Duties and responsibilities**

* To drive a minibus or other vehicle for YMCA.
* To supervise and participate in activities planned for customers when required.
* To share the driving with another member of staff on longer journeys.
* To assist the YMCA Group Leader in delivering the agenda planned for each trip.
* To help the ‘Your Local Pantry’ team to collect food from supermarkets and other YMCA partners.
* Occasional trips to the airport and overnight stays would be optional.
* To follow procedures written down in the YMCA Driving at Work and Vehicles Risk Assessment.

**Person Specification**

* Careful and experienced driver.
* Willing to take part in activities.
* Excellent communication skills.
* Adaptable and flexible.

**Relevant experience**

* Must be able to prove they have a clean and current UK Driving Licence.
* Must confirm that they have been driving for at least 12 months, are aged over 21 and under 70.

*Insurance and fuel would, of course, be provided by YMCA.*