



Bus and Van Drivers (part time)

Description: This position will assist with transportation of members, community groups and teams to and from club events, programs, and activities. Transportation is provided across Newport and South County during summer months. Applicants need to be able to ensure conduct, safety, and Club policies.

Job Requirements

- Demonstrated knowledge of principles related to development of youth between 5 and 18 years of age
- A high school diploma or its equivalent or two years of driver experience
- Must hold valid chauffeur's (van) or CDL passenger endorsement (bus)
- Ability to work on a team, relate and work well with others with ability to accept guidance, direction and supervision
- CPR and First Aid Certifications desirable

Job Responsibilities

- Drive van or bus
 - Responsible for vehicle safety checks, odometer readings, attendance sheets and other required paperwork.
 - Responsible for the safety of all passengers, staff members, guests and other adults
 - Responsible for ensuring vehicle maintains a minimum of ¼ tank of gas.
- Assist in the routine maintenance of the vehicles
 - Ensuring vehicles are clean and in good working condition
 - Make minor repairs as needed
- Performs all duties in accordance with prescribed regulatory compliance guidelines, including local, state and federal guidelines as well as American Camp Association accreditation standards.
 - Assist with emergencies on physical plant and site.
 - Assist in conducting initial and end-of-season inventory
 - Follow schedule for checking equipment for safety, cleanliness and good repair.

Physical Requirements/Work Environment:

- Ability, both visual and auditory, to identify safety hazards and monitor guest and staff behavior and enforce appropriate safety regulations and emergency procedures
- Ability to walk, stand, bend and stretch
- Ability to lift, up to approximately 50 pounds, and occasional lifting of equipment weighing up to approximately 75 pounds may be required
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist members in an emergency (fire, evacuation, illness or injury)

Terms of Employment:

Part time hours based on schedule and need of staffing. Hourly rate of pay ranging from \$15 to \$20/Hr. based on experience and qualifications. Terms of employment will be agreed upon hiring of position.

Welcome to the Boys & Girls Club of Newport County

The mission of the Boys & Girls Clubs is to inspire and enable all young people, especially those who need help most, to realize their full potential as productive, responsible and caring citizens. For nearly 60 years, the Boys & Girls Clubs of Newport County has provided quality programming and services not only to those less-advantaged children and their families but to all youth in our community. The Club is part of a nationwide movement of more than 4,000 Boys & Girls Clubs, and we provide services to more than 1,800 members annually.

The Boys & Girls Clubs of Newport County offers a variety of programs for children, teens, adults and families. Programs include after school licensed child care, homework help, a teen center, summer camp, swimming lessons and aquatics, a fitness center, dance and drama, computers and technology, music and music production, and the fine arts.

Interested candidates must submit a letter of intent, application and resume to:

Rob O'Neill
95 Church Street
Newport, RI 02840
Phone: 401-847-6927
Email: roneill@bgcnewport.org