



Volunteer Role description

Role Title: Clockhouse Minibus Driver – part-time - voluntary

Location: The Clockhouse Community Centre, Milford

Mini bus Hours:

Tuesday – 9.30am to 11:30am and 3pm to 5pm

Wednesday- 9.30am to 11:30am and 3pm to 5pm

Thursday – 9.30am to 11:30am and 3pm to 5pm

Friday – 9.30am to 11:30am and 3pm to 5pm

Depending on your time available to volunteer these hours can be a role-share with another volunteer or volunteers. There may be additional hours as our clientele and services grow in due course.

Why Volunteer for this role:

This would be a really interesting sociable role meeting older people in the surrounding villages around Godalming, Milford, Chiddingfold, Witley, Wormley and you would meet the local people bringing them from and back to their homes and the role is a good opportunity to utilise and improve your skills.

Role purpose:

To be a friendly and reliable person to drive older people from their homes to take part in activities and lunch and return them home at the end of the day.

Responsible for:

Looking after our clients coming from surrounding areas into the Clockhouse Community Centre.

Main Duties:

The Minibus Driver will:

- Transport clients safely from their homes to The Clockhouse and return them to their homes at the end of the day

- May be required to assist clients to board and disembark from the minibus safely – some clients will be in wheelchairs or may have other mobility issues – other volunteers may be able to assist
- Check in with the Manager/Transport Coordinator regarding people to be transported each day
- Support the wellbeing and dignity of clients at all times in line with Age UK Surrey policy
- Carry out and record a vehicle safety check and report any minibus maintenance issues to the Manager/Transport Coordinator.

Person Specification:

- Good communication skills
- Lives close to or in Milford area.

Essential:

- Conscientious, adaptable and dependable, caring and empathic with positive outlook.
- Well organised and punctual.
- Clean driving licence and car owner.
- Have a D1 on your driving license.

Desirable Skills:

- First Aid Certificate holder (Training will be arranged).
Previous experience in a similar role

Driving Licence:

D1 on your licence as the Minibus is a category M2.

To apply / or for more information contact Volunteering at Age UK Surrey
volunteer@ageuksurrey.org.uk