

## **SANDYBEACH CENTRE VOLUNTEER POSITION DESCRIPTION**

**Position:** Volunteer Driver – Using own vehicle

**Program:** REACH

**Reports to:** Program Leader and transport coordinator

**Time Commitment:** Varies according to program

**Program Objective:** To provide a transport service for people attending Sandybeach Centre REACH & REACH Respite Programs and activities.

### **Volunteer Duties:**

1. Pick up client(s) from their home and assist where necessary getting in and out of vehicle
2. Drive to Sandybeach Centre program
3. Provide support and socialise with client(s) during the program
4. Drive client(s) home and assist where necessary getting in and out of the vehicle and back into the home
5. Safe storage of walking aids in the vehicle

### **Prerequisites:**

1. Excellent driving record with VicRoads Driver History Report (to be arranged by Sandybeach Centre)
2. Current Victorian driver's license
3. Provision of copies of current vehicle registration and insurance details

### **Skills Required:**

1. Punctuality
2. Patience
3. Understanding of the needs of the elderly
4. Safe driving practices

### **Training:**

- Orientation to Sandybeach Centre
- On the job training provided by program leader and transport coordinator
- Opportunity to attend relevant training courses and workshops at Sandybeach Centre
- The Coordinator reserves the right to do a test drive prior to the start