

Volunteer Role Description: Van Driver - Revive

Role Title	Van Driver
Location of Position	Stonepillow Revive , 6 High Street, Bognor Regis , PO21 1SR
Responsible to	Project Worker, Project Manager
Purpose/Summary of Role	To undertake manual lifting and driving work to provide a delivery and collection service to our clients, donators and customers.
Description of Tasks	<ul style="list-style-type: none"> • To collect and deliver furniture and other goods. • To supervise and assist with the loading and unloading of items. • To maintain clear and accurate records, including gift aid forms. • To drive the Association's vehicle in a safe and legal manner at all times. • To report any vehicle maintenance issues. • Follow all safety regulations and precautions.
Time Commitment/Sessions Available	Tuesday, Wednesday PM and Thursday PM, a minimum of one session a week. Open from Tuesday to Saturday
Skills Required	<ul style="list-style-type: none"> • Interact, supervise and mentor van assistants ensuring they are polite and professional at all times. • Be alert of traffic conditions and road congestion making appropriate changes to routes. • Drive with the utmost safety and care to minimise the risk of road traffic accidents and hazards. • To undertake such other reasonable duties as may be required in the interest of Stonepillow • Possess a full clean driving license
Training and Support	Initial induction, van induction and ongoing training provided.
Benefits	<ul style="list-style-type: none"> • Full induction provided • Gain experience within a charity • Personal satisfaction • Helping vulnerable people
Application Procedure	<ul style="list-style-type: none"> ▪ Complete and return Application Form ▪ Attend induction meeting ▪ Trial Period
Contact Information	Administrator: admin@stonepillow.org.uk 01243 537934

Please note that volunteers must be a minimum of 18 years old.