THE FAMILY YMCA- JOB DESCRIPTION

Job Title: **YCC/YESCorps Van Driver**   Schedule: 10-20 hrs/week, June-July
Job Type: Part-time, temporary, seasonal June-July
Job Code: 01-01-05-2101

                                                      Pay Range: $22/hr
Reports to: Senior Program Director   Revision Date: 1/17/2023

POSITION SUMMARY:

The person selected for this position will be responsible for driving the YESCorps crew and the YCC Trail crew to work site locations and retrieving them in safe manner and within all applicable laws of the state of New Mexico and in compliance with YMCA policies, and for presenting a positive attitude toward the YMCA, its staff, and its programs.

SCHEDULE:

Part-time, temporary, flexible to meet the needs of the position.

ESSENTIAL FUNCTIONS & JOB DUTIES:

YCC Driving: Monday through Friday, pick up YCC crew members at Los Alamos Teen Center by 8 am and drive to work site location. Ensure crew are picked up from remote site with your arrival at the site by 4 pm Monday through Friday, and return them to the Teen Center. Assist when able in extracting crew during rain storms.

YESCorps Driving: Monday through Thursday: Pick up YESCorps crew from YMCA at 9:00 am and drop off at work site location. Then at 12:45 pm, pick up YESCorps crew from work site location and bring back to YMCA for parent pick up.

PHYSICAL DEMANDS:

- Must be able to drive.
- Must have adequate vision to effectively review documents in varied formats i.e.…paper and digital and to drive.
- Must have adequate hearing to respond to members and interact with the public.

JOB QUALIFICATIONS:
EDUCATION:

- Driving experience, CDL desired.

KNOWLEDGE/EXPERIENCE:

- Supervisory skills (ability to schedule, supervise and evaluate adult staff).

PROFESSIONAL EXPECTATIONS:

The driver will exhibit and represent behaviors consistent with the YMCA code of conduct. Must be able to maintain clean driving record and exercise sound judgment.

JOB DESCRIPTION REVIEWED AND UNDERSTOOD:

Employee Signature: _____   Date: _____

Supervisor Signature: _____   Date: _____