

Post title:	Volunteer Driver
Supported by:	Registered Manager

Purpose of the Role

Sheffcare is a charity aiming for everyone to have a good day every day through:



- To act in line with Sheffcare values and support the work of the Charity.
- To support Sheffcare staff in the transportation of residents to events or day trips as organised by the Care Home.

Tasks and Activities

- To accompany Sheffcare staff in helping our residents, where necessary, to hospital, clinics and general practitioner appointments and associated services, including social activities, such as day trips or collecting residents from the community to visit the day centres.
- To drive light vans/mini buses transporting clients and materials in a safe and efficient way. Ensure all passengers and materials are loaded safely and securely with the support of Sheffcare staff.
- To conduct routine checks on vehicles tyres, water and oil etc. reporting any faults to Maintenance Manager.
- To maintain minimum fuel levels filling vehicle as necessary.
- To maintain vehicle log sheets.

Person Specification

We are looking for people who are passionate about helping people in care homes to remain active and social within the wider community.

We would like to hear from you if you:

- Share our values.
- Are compassionate and keen to provide a high standard of service.
- Have excellent listening and communication skills.
- Have the ability to adapt your approach to communicate with people who may have different communication needs (e.g., due to Dementia, hearing loss).
- Have an understanding of the importance of following policies, procedures and guidance.
- Have a clean D1 driving licence and experience of driving a minibus.