



Galilee School Bus Driver

Program: Galilee School

Volunteer Program Contact:

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Times and Location:

This volunteer role will include two separate morning and afternoon runs, covering both south and north of Canberra.

Tuggeranong Mornings – Volunteer to leave Galilee School by 8:10 am to collect from Tuggeranong and Woden.

Tuggeranong Afternoons – Volunteer to leave Galilee School by 3:00 pm to drop off at Tuggeranong and Woden.

Belconnen Mornings – Volunteer to leave Galilees School by 8:40 am to collect students from Belconnen.

Belconnen Afternoons – Volunteer to leave Galilee School by 3:00 pm to drop off at Belconnen.

About the Program:

The role of the Communities at Work Galilee School Bus Driver is an integral part of the school team in transporting students from various

Our Vision

A resilient and socially inclusive community that cares for the well-being of all.

Our Mission

To deliver quality community services of social value and practical benefit.

Our Values

Trust, Integrity & Transparency:

We earn the confidence of the community by instilling these qualities throughout every aspect of Communities@Work.

Respect for All:

We respect everyone we deal with, care about everyone in the community and value difference and diversity.

Flexibility & Responsiveness:

We are adaptive and agile in pursuing the vision of Communities@Work, with a proactive approach to change and progress.

Quality & Innovation:

We are committed to excellent service delivery, underpinned by continuous improvement and innovation.

Affordability & Sustainability:

We ensure our services are relevant and appropriate as we build our capacity for a sustainable future.

locations across Canberra. The Driver is responsible for the safety of students as passengers on the bus whilst following all required road and safety legislation.

Communities at Work's Galilee School is a registered, independent secondary school designed specifically for disengaged and vulnerable young people aged 12 to 17 years in the ACT who, for a myriad of reasons, are unable to access the mainstream schooling system.

Duties:

- Driving a 12 seater bus to pick up and / or drop off students to and from Communities at Work's Galilee School
- Act as a representative for the organisation at all times by adhering to the vision, mission, and philosophy of the organisation
- Ensure information relating to the well-being of students is passed onto the Head of Student Support in a timely manner
- Address any concerns relating to students behaviour whilst travelling on the bus. This means communicating to the students on what the expectations are when travelling on the bus, relating to their safety and the safety of others
- Coordinate the writing of incident/accident reports

Skills and Experience:

- Current Drivers Licence and ability to driver with both manual and automatic transmissions
- Ability to interact with and support the young people and Team members in a friendly, helpful, caring and respectful manner
- Ability to react quickly and appropriately to any student concerns and contact appropriate staff if required
- Strong understanding of boundaries and confidentiality

Qualities:

- Comfortable interacting with vulnerable people
- A willingness to work under supervision and direction
- Able to work with students and team members in a friendly, helpful and respectful manner
- Willing to accept Communities@Work's core vision, mission and values, and represent the organisation within the framework

Additional Requirements:

- Working with Vulnerable People Registration
- Current Driver's License
- Attendance at a two hour Communities@Work Volunteer Induction
- Attendance at other training sessions as required including Program Area/Role specific orientation and training

Communities@Work has a vision for a resilient and socially inclusive community that cares for the well-being of all.



Aboriginal and
Torres Strait Islander
Inclusive

Proud Provider
of the
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CALD
Inclusive