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**Minibus Driver– Special Needs**

**Holiday Club**

**Job Description**

Are you looking for an exciting challenge in the holidays? You'll need a sense of humour, kindness and a lot of energy. But if you love working with young people with additional needs, this is the job for you!

We are Moor Time, the short breaks charity, formerly known as LS29 Time, part of the LS29 Group. We are now an independent charity that works with families in Ilkley and surrounding areas. Our holiday club launched in 2018 and is designed exclusively for children and young people with additional needs. We are looking for a mini bus driver to join our friendly and supportive team, safely driving children and young people to community events in the local area. You will be available on an ad hoc basis in the Bradford Local Authority school holidays.

A minibus driver’s day comprises of 5-6 hours where the children and young people are attending trips out in the community. **£14.46** per hour, plus holiday, travel allowance to and from work and NI contributions.

**Reporting to: Holiday Club Supervisor/Manager**

**Responsibilities of the role:**

* Taking an active role in safeguarding reporting any concerns to the Holiday Club Manager.
* Providing emergency support, first aid cover when necessary.
* Responsible for safety checks of the minibus before commencing each journey. Reporting any concerns to the hire company.
* Follow health & safety regulations. Follow the guidelines for securing wheelchairs into the minibus.
* Following safe driving techniques abiding by the rules of the road.
* Ensuring the interior of the minibus is kept clean and tidy.
* Responsible for picking up/dropping off the minibus from the hire depot during each working day.
* Following Moor Time’s policies and procedures.
* Ensure all passengers embark and disembark safely from the minibus.

**Person Specification**

**Essential**

* Cheerful, enthusiastic and caring disposition.
* First Aid trained (or willing to train).
* Current enhanced DBS certificate (or willing to provide)
* **Must have a full clean licence with a D1 on your driving licence. (held for at least two years)**
* Able to work at least one session per week during the main school holidays.
* **Must have Midas minibus training.**

**Desirable**

* Previous experience working with young children/adults with additional needs, but not essential.
* Knowledge of the Ilkley, Keighley and Skipton areas & local special schools.

**Please contact Moor Time for further information, or to request an application form. Mobile 07938641700. Please send completed application forms to moortimeprojects@gmail.com**