

Position Title:	Volunteer Driver – (MCCSA Driver Pool)		
Organisation:	Multicultural Communities Council of South Australia (MCCSA) is the peak organisation that efficiently services, innovatively empowers and strongly advocates for culturally and linguistically diverse (CALD) communities in South Australia		
Our Vision:	An equitable, cohesive and thriving South Australia.		
Our Mission:	Multicultural Communities Council of SA will support and advocate for all people from culturally and linguistically diverse (CALD) backgrounds to realise their potential as active contributors to the economic, social and cultural life of South Australia.		
Program:	MCCSA Transport Service		
Location of position:	113 Gilbert Street Adelaide	Hours of position:	7 days - flexible
Position type:	Volunteer	Casual	
SCHCDSIA Level:			
Organisational Relationship	This position works under the Transport Coordinator		
Brief Position Description:	Volunteer Driver driving User Groups (*community groups and individuals booking the service) to and from various events and day trips.		
Key Responsibilities:	<ul style="list-style-type: none"> • Driving Transport User Groups on their booked events or day trips • Perform basic pre-departure safety checks and fill in the log sheet in the bus • Maintain the cleanliness of the buses - sweep and wipe, especially when returning the bus to the depot • Submit incident reports to the Transport Coordinator for any WHS, bus maintenance or any other relevant matter involved in carrying out your duties • Keep the Transport Coordinator informed of your availability 		
Skills, Experience and attributes:	<p>Essential:</p> <ul style="list-style-type: none"> • Ability to drive and operate an automatic mini-bus for up to 6 hours in a day (city and country roads) – bookings may be longer • Demonstrated lawful and safe driving history • A friendly and patient disposition • Experience with people from diverse backgrounds • 'C' class driving license <p>Desirable:</p> <ul style="list-style-type: none"> • Speak at least one other language other than English • Driving and/or Customer Service experience • COVID-19 and Flu Vaccinations 		
Training requirements:	Full induction and orientation, and specific training as required		
Other requirements:	National Police check, Driver's License History Report, referees		
Date	26 June 2023		