

Purpose of role:

To provide, using your own car, essential door-to-door transport for passengers identified by Tiverton/Crediton & District Community Transport Association who have difficulties using public or other forms of transport.

Location:

Drivers will be based at home. The journeys will usually be within the drivers local community area.

Key Contact:

The volunteer will be supported by and accountable to the Transport Co-Ordinator.

Availability:

You let the Co-Ordinator know your availability. we will then contact you as and when transport is needed. All you need do is let us know if you can or cannot do it.

Training:

Drivers will be expected to attend courses, as identified by and agreed with the co-ordinator.

Expenses:

TDCTA will repay any genuine expenses. Travel expenses will be paid at a mileage rate of 45p per mile for all journeys undertaken.

If you are interested - you can return the application form enclosed, to either:-
TDCTA, Multi Storey Car Park, Phoenix Lane,
Tiverton, Devon, EX16 6NB or TDCTA
The Town Council Offices, Market Street
Crediton, Devon, EX17 2BN
Or Telephone 01884 242099 / 01363 773303 for more information.



**Tiverton & District Community
Transport Association**
Multi Storey Car Park, Phoenix Lane,
Tiverton, Devon, EX16 6NB
01884 242099 / 01363 773303
office@tdcta.org.uk

Interested in Driving For the Tiverton or Crediton Voluntary Car Scheme?



**This is what you can
expect, and what we
are looking for.**



Personal Attributes Volunteer Car Driver

Values and Attitudes

Essential:

- Pleasant approachable personality
- Helpful and caring manner
- Honesty, sense of responsibility and confidentiality
- Flexible approach to working arrangements
- Ability to work on own initiative.

Desirable:

- Sensitivity to mobility needs of client groups
- Willingness to undertake training as appropriate

Experience, Skills & Knowledge

Essential:

- Hold a current, clean, valid driving licence.
- Have at least 3 years accident/conviction free driving.
- Reliable time keeper
- Be able to help passengers into and out of the vehicle and assist them, as required, to and from the vehicle.
- Be able to lift and put away any light loads, e.g. shopping, walking aids, wheelchairs etc.
- Be able to keep accurate records of fares received and mileage covered on behalf of the scheme.

Task Outline Volunteer Car Driver

Duties and Responsibilities

To collect passengers and drive them to/from their destination.

Assist, when required, passengers into / out of your car.

Ensure any shopping, walking aids, wheelchairs are safely stowed.

Wait up to a maximum of 2 hours whilst passengers attend medical/health appointments.

Collect passenger fares at the rates set, unless stated otherwise by your co-ordinator.

Issue receipts for fares collected, as requested by your passenger.

Keep accurate records of all journeys undertaken on behalf of the organisation and account for all monies received.

Inform the organisation immediately of any changes to your health or occurrences (e.g. endorsements) that affect your driving licence, insurance or ability to drive.

Ensure that your car is correctly taxed, roadworthy and has a valid MOT at all times; insurer to be notified of your driving for the scheme.

Work in a helpful, caring, confidential manner, within the aims and objectives of the organisation.

Be self motivated and sensitive to the needs and wishes of your passengers and colleagues.

Notify the organisation as soon as possible of any incidents or accidents affecting passenger safety whilst on duty.

Work within the organisation's Health and Safety guidelines.