



Child Development Driver

Job Description

Date Posted: 7/27/2021

About North Marin Community Services North Marin Community Services (NMCS) is a non-profit organization whose mission helps to empower youth, adults, and families in our diverse community. We serve 8,000+ people in need each year, providing comprehensive services to help people achieve well-being, growth and success. Join an organization dedicated to providing a supportive and professional working environment. Located in beautiful Novato/Marin County/CA, our workplace culture is driven by our five values: teamwork and collaboration, cultural humility, excellence, integrity, and learning and continuous improvement. Visit www.northmarincs.org to learn about the impact of our services, and how you can make a difference in Novato.

Job Title: Child Development Driver

Status: Part time, non-exempt position. Hours vary, Monday-Friday between 1pm-3:30pm

Salary Range: \$20.00/hour. Sign-on bonus of \$250 at three months of employment.

Reports to: Child Development Program Assistant Manager

Purpose: Driver will transport children to North Marin Community Services' 680 Wilson Center from NUSD elementary and middle school sites, and on field trips during summer months.

Essential Functions:

- Transport children in a NMCS 9 passenger van to and from NUSD school and on field trips.
- Knowledge of current safety and road regulations for the state of California.
- Ability to maintain a safe environment within passenger van while transporting children (i.e. proper discipline techniques, readiness to administer CPR/First Aid, etc.)
- Daily vehicle inspection, ongoing maintenance (fueling, washing, etc.).
- Available for split shift work, flexible work schedule. Work well with others as part of a team
- Follow and support all policies and procedures in the NMCS handbooks.
- Enjoys working and nurturing in a positive and energetic manner with children ages 5-14 from diverse cultural, socio-economic and linguistic backgrounds.
- Good communication skills; able to drive and monitor children using positive discipline skills simultaneously.
- Report suspected child abuse in accordance with California law Intervene immediately and consistently in bullying behavior among youth; model respectful treatment of others at all times.
- Be a strong ambassador for the agency. Complete any related tasks, as assigned by the Program Manager, Assistant Manager, and/or CEO.

Minimum qualifications:

- Minimum 21 years of age, or at least three years driving experience. Clean driving record and California driver's license.
- Current CPR/First Aid certification (willing to pay for training if needed)

Other Requirements: Supervise and interact with children, requiring a full range of motion to lift, reach, squat, climb, sit, and otherwise fully participate in activities. Job may include walking up and down stairs, standing, lifting and moving small items of up to 25 lbs. Candidate must pass a Live Scan background check and a pre-employment health exam including proof of vaccinations and TB test clearance (costs reimbursed). An applicant with a conviction, other than a minor traffic violation, including a misdemeanor and/or felony, will not receive background clearance. Maintain current CPR and First Aid Certification (willing to send to training).

To apply for this position: Please visit <https://www.northmarincs.org/careers-internships/>
Bilingual/Bicultural individuals are encouraged to apply.

**Equal
Opportunity**

North Marin Community Services welcomes and encourages all qualified candidates to apply – especially as we recognize that people bring experience and skills beyond just the technical requirements of a job. We also know that self-doubt can sometimes get in the way of stretching professionally, so if your experience is close to what you see listed here, please consider applying. We value our differences and respect everyone – regardless of race, color, religion, sex, gender identity or expression, sexual orientation, national origin, citizenship status, marital status, genetics, AIDS/HIV, medical condition, political affiliation, disability, age, status as a victim of domestic violence/assault/stalking, or military/veteran status. If you have a disability and need assistance and/or accommodation with applying for a job, please contact hr@northmarincs.org or 415-892-1643 ext. 224.