



SUMMER DAY CAMP VAN DRIVER

Seasonal Position: 25-35 hrs/wk

Starts at \$18.57/hr.

THE POSITION:

Under the direction of the Recreation Supervisor and Recreation Coordinator (Full Time), this position is responsible for the health, safety and welfare of the children, staff and volunteers during van transportation to and from the La Sierra Community Center, schools, field trips, pool, and other locations.

ESSENTIAL FUNCTIONS:

- Ensures the safety and well-being of children and adults being transported to & from the program and on field trips.
- Completes a comprehensive inspection of the van daily, reporting any conditions of concern before transporting children.
- Communicates clearly with program director to coordinate timely pick-ups, drop-offs, absences, changes in roster, and to manage children in the van.
- Operates the van in such a way that road and safety regulations are always followed; reports any traffic violations to the program director immediately.
- Coordinates procedures to guarantee no child is left alone in the van without adult supervision at any time, including ensuring children have departed the van at the end of all routes.
- Ensures that all children are always in age/size appropriate safety restraints during transportation.
- Routinely inventories van emergency & first aid supplies & equipment, reports needs to program director, or delegated staff person.
- In case of accidents/emergencies, evacuates children safely from van & completes required reporting procedures.
- Ensures the van always has sufficient fuel, following proper procedures for using district's gas card.
- Keeps the van clean and free of debris.
- Make camp a positive experience for everyone involved.
- Arrives for shifts well-rested and prepared to work.
- Has a positive and open means of communication with youth, parents, and co-workers.
- Models and teaches participants the importance of honesty, trust, responsibility, consistency, and respect for campers and equipment.
- Attends trainings, meetings, and evaluations with supervisors.
- Projects an attitude of care and concern for participants and staff.
- Work flexible hours.
- All other duties as assigned.

Physical Demand: Sitting; standing; running, walking over uneven ground; lifting, pushing, pulling and carrying up to 50 lbs; **Environmental Demands:** Outside: Works outside in a variety of weather conditions ranging from cold rainy weather to +100° F. Inside: Works indoors in large buildings and gymnasiums.

QUALIFICATIONS AND EXPERIENCE:

- Knowledge of local, state (CA), and federal transportation laws and regulations
- Strong critical thinking and creative problem-solving skills, especially in high-stress or emergency situations
- Effective communication skills
- Strong desire to work with children
- Ability to successfully work both independently and collaboratively on a team
- Knowledge in youth development and recreation planning

SPECIAL QUALIFICATIONS:

Possession of a valid California Class C License, a good driving record, and the ability to be covered by the District's vehicle insurance policy.

APPLICATION AND SELECTION PROCESS:

Obtain a District application from our website: www.carmichaelpark.com or in person at the La Sierra Community Center, 5325 Engle Rd. #100, Carmichael, CA 95608

Applicants must submit a District application and resume to be considered. Please mail or drop it off to the above address. Attention: Brooke De Los Santos & Cameron Wiggins or email to bdellosantos@carmichaelpark.com and cwiggins@carmichaelpark.com

Deadline for applications is 12:00pm on Wednesday, May 1, 2024

Employment offers are contingent on fingerprints, TB, and post-employment drug screen.