

HOURLY PAID - JOB DESCRIPTION

Job Type: Part-Time (Hours 2:00pm-3:00pm, M-F, (5-6 hours/week))
Location: North Augusta
Company Information: Grace UMC 639 Georgia Ave., North Augusta, SC 29841
Job Title: Kids Club Bus Driver

Job description: Main job responsibility is to drive the bus on a daily basis to and from Hammond Hills Elementary (“HHE”) School and North Augusta Elementary (“NAE”) School. Bus driver will strictly drive the bus and another adult will ride along each pick-up trip as the second adult on the bus. Second adult is responsible for taking attendance and controlling the children during the bus ride.

Bus driver will make 2 trips to HHE school and 2 trips to NAES to pick up children after school and drop them off at the Family Center or Asbury Building. Bus driver is responsible for filling out the Bus Driving worksheet that is kept and maintained at the Grace front administration office (church secretary) and providing it to the program director for approval. Bus driver will also take and pass a driving training session with the Grace church administrator before driving the bus for the Kids Club afterschool program. Refueling of bus is to be done by bus driver.

Bus driver will need to start promptly at 2:00pm to start the afterschool pick up process. Individual should be reliable, dependable, patient, focused, and friendly.

Hours - 2:00 p.m. to 3:00 p.m. (5 – 6 hours/week).
Daily Rate Pay \$12.00

This position is a school-year-by-school-year hiring. At the end of each school year, worker will be asked if they would like to return for employment for the following school year.

Qualifications: Candidates must be at least 21 years old. They must be able to pass a local and federal background check including driving license check, complete Safe Sanctuary, plus be willing to obtain training including First Aid/CPR. Driving experience preferred, but NOT required.

How to Apply: Email resume to yolanda@gotgraceumc.org