



## **JOB DESCRIPTION**

**Job Title:** Volunteer Driver

**Job Purpose:** To assist with the delivery of regular group sessions by supporting and leading activities for Young Carers and to provide transport for Young Carers to attend evening group sessions where required. There may be opportunities to work additional hours during the school holidays.

**Reports To:** The Project Worker or Young Carers' Project Manager in their absence.

**Hours:** Variable.

### **Key Responsibilities and Accountabilities:**

1. To assist with the collection of Young Carers to and from their own homes to enable them to access the group.
2. Make positive relationships with young people by listening to, befriending, enabling, empowering and supporting them.
3. Ensuring that appropriate levels of confidentiality and safety are maintained in all areas of work.
4. Any other duties commensurate with the role.

Supervision and training will be regularly available.

All appropriate expenses incurred as part of related responsibilities may be refunded.

**Note:** Due to the sensitive nature of Carers Support Service' work the post holder must be mindful of the need for confidentiality. This position is subject to an Enhanced CRB check and appropriate references being taken.

Carers Support Service is an equal opportunities employer and welcomes applications from candidates with the relevant experience.



## PERSON SPECIFICATION

<b>Attribute</b>	<b>Essential</b>	<b>Desirable</b>
<b><i>Knowledge</i></b>		
Understanding of, and sensitive approach towards the situation, needs and difficulties faced by carers.		✓
Understanding of the legal implications of working with young people, including confidentiality and child protection.	✓	
<b><i>Skills</i></b>		
Effective communication skills with young people.	✓	
Hold a current driving licence and have access to a vehicle.	✓	
<b><i>Abilities</i></b>		
To listen to and offer support to young people.	✓	
To cope with distressing situations.	✓	
To work on a one to one basis with young carers where necessary.	✓	
To be dependable and trustworthy.	✓	
<b><i>Experience</i></b>		
Training in anti-discriminatory ways of working.	✓	
Experience of working with young people.	✓	
Youth work qualification.		✓