

# Volunteer role description



Red Cross acknowledges  
the Traditional Owners  
of this land, their ancestors  
and Elders, past and present.

the  
power of  
humanity



## Volunteer Transport Driver

<b>Department</b>	<b>Community Programs</b>
<b>Availability</b>	<b>2-4 full days per month</b>
<b>Location</b>	<b>DEVONPORT - Tasmania</b>
<b>Category</b>	Contributing to our operational work

**Building an inclusive, diverse and active humanitarian movement based on voluntary service**

### Role purpose

Transport Volunteer Drivers are responsible for the safe and courteous vehicle transportation of the frail and/or disabled people in our community to attend medical appointments and social engagements, who are socially isolated, transport disadvantaged and have no other means of suitable transport.

### Role responsibilities

- Driving a Red Cross Transport Vehicle, pick up and transport clients to their appointments/ engagements in accordance with a daily run schedule.
- Provide customer service- ensure a safe and courteous on- board environment; maintain confidentiality' assist clients with lightweight walking aides (walking sticks, frames, crutches etc.)
- Record and maintain a log of activities including distance travelled, fees and donations.
- Maintain cleanliness and presentation of the vehicle and ensure the vehicle is refuelled at the end of the day and is operating safely.
- Maintain contact with the Coordinator regarding any concerns or issues related to the program or any concerns regarding a client in accordance with information sharing guidelines.
- Participate in required training and evaluation activities.

Adhere to all Red Cross and Transport Policies and Procedures.

### Knowledge, skills and experience

- Genuine interest in the well-being of people.
- Full Drivers Licence and understanding of the Tasmanian Road rules

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- Show empathy for the mature aged, disadvantaged and socially isolated clients
  - Ability to use vehicle GPS navigation system and Bluetooth mobile phone equipment
  - Ability to understand schedules and coordinate appointments
  - Demonstrated reliability and punctuality
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### Check requirements

- A National Criminal History Check prior to commencement and renewed every five years (Red Cross will arrange this)
  - Current Drivers Licence
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### Learning and development

- Complete Red Cross online learning modules as required
  - Attend Red Cross Volunteer Induction, Program Training and ongoing training as required
  - Attend scheduled volunteer meetings
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### General conditions

We act always in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct

We are a Child Safe organisation and all volunteers are required to comply with relevant State and Territory legislation requirements

We comply with the Red Cross Workplace Health and Safety management system

We demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way

We may be required to assist the organisation on occasion, in times of national, state or local emergencies or major disasters

*In all activities, our volunteers are guided by the Fundamental Principles of the Red Cross and Red Crescent Movement*

**Humanity**

**Impartiality**

**Neutrality**

**Independence**

**Voluntary Service**

**Unity**

**Universality**

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