



Denver Area Youth Services

363 S. Harlan St. Ste 104, Lakewood, CO 80226

Job Description/Announcement

Position: Driver – Client Transportation

DAYS mission: To provide comprehensive human services to children, youth, and families.

Position Summary: Provide safe and compete transportation that ensures the health, safety, and welfare of the children, youth, families, and any other passengers during transportation to and from any location in and around the Denver Metropolitan area for services provided by DAYS.

Primary Responsibilities:

- Observes all rules and regulations of DAYS and the local, state, or national regulatory agencies pertaining to the health, safety, and care of children.
- Maintains the safe operating condition and cleanliness of the company vehicle, immediately reporting any problems to the transportation coordinator.
- Follows procedures to guarantee no child is left alone in a company vehicle without adult supervision at any time.
- Ensures that the communication device (e.g. cellular phone, two-way radio) is in proper working order before each trip.
- Ensures that the company vehicle always has sufficient fuel.
- In consultation with the transportation coordinator, develops and follows efficient and safe written company vehicle routes.
- Uses seat belts. Ensures that all passengers' belts are securely fastened before moving the company vehicle.
- Does not use, or do, anything that would distract from driving duties to include, but not limited to, cell phone, radio, tobacco, and/or liquid refreshment while performing driving duties.
- Ensures that all doors are locked while the company vehicle is in motion and that the maximum number of passengers allowed by state law is not exceeded.
- Provides verbal recognition and acceptance to children while providing clear and consistent expectations for the children's behavior.
- Attends all required staff meetings, workshops, and/or DAYS functions.
- Maintains overall professional personal appearance adhering to the guidelines set forth by DAYS.



- Must be available afternoons, evenings, and weekends.

Minimum Qualifications and Requirements:

- Must meet basic requirements of all applicable local regulatory agencies.
- Must be at least 21 years of age.
- Must possess a valid Colorado Driver's license.
- Successful completion of a driving test.
- Experience working with children and youth REQUIRED.
- Must be able to lift up to 50 lbs. in connection with the handling of children for the facilitation of programs, child safety, and potential emergency situations.
- Significant experience working with youth from a variety of backgrounds.
- Detail oriented and good time management skills.
- Must pass criminal background check and drug test.
- Must have clean driving record.

This is an hourly position. The rate is \$20-25/hour depending on experience. Benefits are available with this position.

Please submit a cover letter and resume to the CEO, Ms. Noël A. d'Albertis via email at ndalbertis@denveryouthservices.org

NO PHONE CALLS PLEASE