

## Central Plains Cancer Services Volunteer Driver Job Description

### Volunteer driver position objectives:

To provide services to support the quality of life for people affected by cancer. Reporting to the Executive Director of Central Plains Cancer Services, volunteer drivers provide transportation for cancer patients in the Central Plains Cancer Services' region in rural Manitoba. This position requires solid driving skills, and well developed interpersonal skills.

### Duties and responsibilities include:

- Transporting riders from their homes to their chosen destinations
- Providing assistance to riders as needed
- Driving defensively and responsibly, obeying all traffic and seat belt laws
- Reporting any incidences and emergencies immediately
- Calling in if unable to make it for a scheduled drive
- Keeping accurate records and submitting the required reports
- Treating all riders with dignity and respect

### The position requires the following qualifications:

- have at minimum five years of driving experience
- hold a good driving record
- hold a valid driver's license, registration and insurance
- own a trustworthy vehicle
- be responsible for the upkeep and safety of the vehicle
- be in good physical and mental health
- be physically able to assist riders should it be required
- be willing to drive without distractions (cell phone, texting, eating while driving)
- able to consistently drive defensively and obey traffic laws
- be skilled at maps and logistics

### Drivers must have the following qualities:

- empathy, compassion and a non-judgemental approach with people
- kindness and patience with a pace different from one's own
- supportive listening skills
- reliability and punctuality
- flexibility and adaptability to emergency situations

### Position requirements:

- Volunteer drivers will respect and comply with the organizations mission & policies.
- Must obtain a Criminal Record check, Vulnerable Sector check and MPI Driver's Abstract all in good standing.
- Volunteers will abide by an oath of confidentiality related to patient information.
- Volunteer drivers will be able to take direction from the Executive Director or designate.
- Volunteer drivers must be fully vaccinated with an approved COVID-19 Vaccine.
- Volunteers must have access to a mobile phone.

For more information or to apply,

Contact Sharilyn - [executivedirector@cpcancerservices.ca](mailto:executivedirector@cpcancerservices.ca) or Phone: 204-857-6100