



Job Description
Part Time Van Driver

Chapter Overview

First Tee- Naples/Collier is one Chapter of an international non-profit youth initiative called First Tee. First Tee was created in 1997 by the World Golf Foundation to provide young people of all ethnic and economic backgrounds an opportunity to develop, through golf and character education, life-enhancing values such as honesty, integrity and sportsmanship. By engaging young people in a combination of life skills, leadership and golf activities, they also are exposed to positive traits that will help them achieve success in life. In the process, participants become valuable assets to their community. First Tee Life Skills Experience is the unique component that sets the First Tee apart from many other successful junior golf programs and youth development programs through sports.

Mission Statement

To impact the lives of young people by providing learning facilities and educational programs that promote character development and life enhancing values through the game of golf.

Reports to

Reports to the Executive Director but will also receive directions and supervision from the Director of Programs., Outreach Director.

Supervises

The Game Changers Participants.

Employment Status

Part Time; Up to 25 Hours per week

Job Summary

The Driver will be primarily responsible for the transportation of the Game Changers participants programs within the chapter's service area. The primary purpose of these

programs is to introduce First Tee and the game of golf to young people in a way that will inspire interest and lead to continued participation.

The Driver will be a highly visible member of the community, representing First Tee – Naples/Collier throughout the service area. She/he will embody the First Tee’s strong commitment to its youth and will promote the organization throughout the community.

Criteria for success of the role include:

- Partnering effectively with staff.
- Expand the scale of First Tee’s programming in additional high priority, at risk neighborhoods.

Responsibilities

What does a Driver do?

A driver is responsible for transporting either Game Changers participants from one location that is” home” to another that is a “golf facility” and back. They are responsible for the safe transit of the passenger. A few of the main duties of a driver are following traffic laws, correctly following the right route, ensuring that there is enough gas, and maintaining a clean car interior. They also must be very timely and know where they are going.

A driver should have at least high school diploma or GED equivalent and driving experience. One of the most important skills that a driver will have is their ability to navigate through traffic. Another skill is an upbeat attitude as the driver will need to make sure that kids are safe. They also need to be able to drive defensively to protect the passengers.

Other responsibilities common for Driver jobs;

- Follow all traffic laws.
- Drive defensively to ensure safety.
- Keep all windows in the car spotless.
- Keep the interior of the car spotless.
- Make sure there is always enough gas to get to the destination.
- Keep accurate count of gas usage, miles, and other data.
- Ensure that car maintenance is taken care of.
- Accurately follow the correct route.
- Valid state driver's license (Florida).
- Have been driving for at least 5 years.
- Ability to operate a vehicle for 6 hours.
- Open to work early morning and /or evenings

Other duties as assigned by the Director of Programs or Executive Director.

Preferred Qualifications

- Education, recreation, or Non-profit related fields. Familiarity with shuttle driving or school bus driving is a plus.
- Prior experience in driving, teaching, high demand environment.
- Nonprofit experience preferred.
- Deep commitment to the Mission of First Tee – Naples/Collier, which includes: Reaching all kids with an emphasis on underserved and underrepresented groups (with respect to ethnicity, gender & socio-economic status).
- Demonstrate exceptional communication, time management, and supervisor skills.; Ability to multitask and reprioritize duties on an ongoing basis.
- Adhere to the standards of conduct and involvement established by First Tee.
- Charismatic, personable, and motivational in working with youth.
- Ability to work different hours when programs are in session. Example: Program hours may extend from 6:00 am to 2:30 pm in addition to driving time.
- Must have a valid driver's license with a clean driving record; Willing and able to drive an equipment van and a 15-passenger van.

Requirements

- Must submit to background check and complete SafeSport Training.
- Must be able to lift 25lbs, stand on feet for duration of program set-up, takedown, and program time, and be able to work in variable outdoor conditions.

Salary and Benefits

- Part Time
- Competitive compensation will be commensurate with experience including base.

To Apply:

- Please submit a cover letter detailing your experience related to the Responsibilities & Qualifications, along with your resume and three references to julia@firstteenaplescollier.org
- Closing date for this position is until field. First Tee- Naples/Collier has the right to accelerate or extend the closing date of this position at any time.