



## WENTWORTH WOODHOUSE PRESERVATION TRUST

### Volunteer eBus Driver - Role Description

<b>Role Title:</b>	Volunteer eBus driver
<b>Reporting to:</b>	Duty Manager
<b>Location:</b>	Outside in the gardens / front of house / main drive
<b>Hours:</b>	As per advertised shift times
<b>Dress Code:</b>	Suitable clothing / footwear for the role. Sun protection / wet weather protection as appropriate. A name badge will be provided and also a hi viz vest / jacket depending on the weather

#### Purpose of role:

To help our visitors who need access support to and from the main house and / or the Camellia House in the gardens. The role is based outside and is physically demanding, as the eBus has a heavy wheelchair ramp which makes it fully accessible to wheelchair users, as well as a portable metal step which, if they need it, visitors will need assistance to use.

#### Benefits:

- Spending time outside in a beautiful historic landscape
- Support and training
- An opportunity to positively contribute towards the visitor experience
- Tea / coffee provided at break times. Bring your own lunch if needed
- Travel expenses @ 45p per mile up to maximum of £9 per day

#### What the Role Requires: (relevant training will be given)

- Be at least 21 and have held a full UK driving licence for at least two years
- Be physically fit and strong to manage the eBus's ramp and step, and the repeated opening and closing of our garden's five bar gate
- Undertake specific training and be signed off as competent in all aspects of the eBus before joining the driving team
- Wear a name badge and lanyard (provided)
- Wear a high viz vest / jacket at all times
- Be aware of any arrangements for the particular needs of less mobile visitors, affording them help as required
- Maintain an excellent level of service to our visitors
- Know the site and where the eBus can go
- Correct use of a two-way radio and earpiece
- Know the action to take in case of an emergency

#### Person Specification:

- Friendly, outgoing and approachable
- Physically fit and able to support our less mobile visitors with kindness and empathy
- Safe and steady driver
- Able to get on with a wide variety of people
- Health and Safety aware
- Reliable, organised and self-motivated

**PTO**

#### Safe Working Practice



eBus drivers must not be under the influence of alcohol or drugs.

eBus drivers must be over the age of 21.

eBus drivers must receive training and be signed off as competent by an approved member of the staff team.

The eBus must only be used for the number of occupants it was designed to carry, and by those authorised to do so.

All persons using the eBus must remain seated throughout.

Wheelchairs **MUST** have their brakes applied when being transported in the eBus.

When driving:

Do not move off until all occupants are seated. Let your occupants know that you are about to set off, so that they are not caught unawares, and mention the availability of seatbelts.

Always check that the way is clear before reversing.

Always consider the terrain, existing vehicular and pedestrian traffic conditions as well as environmental factors that may affect your ability to operate the eBus safely.

Always slow down for turning.

Avoid sudden stops or changes of direction that may result in loss of control.

Be extra careful when it is wet.