



Jewish Family and Children's
Service of Minnesota

> COMMUNITY ENGAGEMENT

Volunteer Resources

Driver for Jacob Garber Transportation Services

Volunteer Job Description

Purpose: Help clients of Senior Services and other programs as necessary, get to medical and other essential appointments; for personal shopping.

Duties: May include any or all listed below:

- The driver will select assignment(s) through Ride Scheduler Software
- Will transport client to destination
- Driver can provide minimal assistance to client such as opening/closing door, folding/unfolding and placing walker in car, offering a hand in and out of car when necessary
- Driver does not physically lift a client

Expectations: All volunteers are expected to stay within the boundaries of their role, maintain client confidentiality, and abide by the policies stated in the JFCS Volunteer Handbook and Garber Driver Handbook.

Time: Each assignment takes approximately 0.5-1 hr. Drivers establish their own hours. The greatest need for drivers is Monday - Friday, between 8 a.m. and 3:30 p.m.

Location: Locations vary, and include Minneapolis and suburbs

Training: Volunteer will receive pre-job orientation to the agency and will be trained on basic safety procedures. In-service training offered as needed.

Benefits: Mileage reimbursement available upon request. Hours are flexible, with each volunteer determining what day(s) and hour(s) they are available to drive.

Qualifications: Interest and ability to work with elderly. Must have a car in safe working order and a good driving record. Must be able to provide minimal assistance to client such as opening/closing door, folding/unfolding and placing walker in car, offering a hand in and out of car when necessary. Must be comfortable using their cell phone, computer, and Ride Scheduler Software.

Onboarding: Dana Shapiro, Community & Volunteer Engagement Manager, 952-417-2112 or dshapiro@jfcsmpls.org

Supervision: Alex Botvinnik, Transportation Supervisor, 952-542-4829; abotvinnik@jfcsmpls.org