



Position Description: Volunteer Van Driver

This is a volunteer position and is not compensated.

The Sophia Way's Mission

To help end homelessness for adult women in East King County by providing shelter, case management, life skills training, social services and supportive permanent housing, offering a path from homelessness to stable independent living.

Goal of Position

The goal of the Volunteer Van Drivers will be to transport The Sophia Way (TSW) program participants to and from special events, service providers (i.e. DSHS office,) shelter locations, etc. using TSW van (Chevrolet Uplander.)

Duties

- Transport TSW participants safely in company van
- Log each trip, including start and end mileage
- Sign participants in and out before trips
- Communicate with staff about upkeep of van, fill gas tank as needed
- Interact with TSW participants in a culturally sensitive way
- Follow all TSW policies and procedures in regards to vehicle usage and interaction with TSW participants

Worksite and Job Commitment

Shifts will vary but will most often be one to two hours, mostly likely between the hours of 7:00 am and 3:00 pm. Regular weekly commitment preferred but not required. Shifts will begin and end at Sophia's Place in the back of St. Luke's Lutheran Church- 3032 Bellevue Way NE, Bellevue, WA. Must attend a roughly 1 hour orientation prior to starting, time and location TBD. *This is a new volunteer program, so hours and commitment will depend upon volunteers' availability and interest- please indicate availability in application and we may be able to schedule a shift for you!*

Qualifications



The ideal candidate will have the following qualifications:

- Must be able to work well with people of a wide variety of backgrounds, personality types, and cultures
- Valid Washington State Driver's License
- Must pass Washington State Vehicle History Check and Criminal Background Check
- Familiarity with and ability to follow TSW's policies and procedures
- Experience working with homeless or other vulnerable populations a plus but not required
- Professional or volunteer driving experience a plus but not required
- Volunteer Van Drivers may be any gender (female preferred) but must be 25 or older

To apply: Please email volunteer@sophiaway.org indicating your availability, qualifications/experience, and what draws you to The Sophia Way's mission.