



Age Friendly Transportation Volunteer Information Sheet



Name: _____

Address: _____

Phone: _____

Email: _____

Organization: _____

Volunteer Commitments

Driver _____ Assistant _____ Booking _____

Availability (i.e. days during the week, months)

Driver Information:

License #: _____

Classes: _____

Experience in Driving a Bus:

Signature: _____

Volunteer Information

The Clarendville Regional Extended Seniors Transport (CREST) system is an organization of municipal and service groups committed to providing appropriate and affordable transportation for people over sixty years of age and people confined to wheel chairs. This will be accomplished through fund raising by the governing committee and through the valuable time offered by community minded volunteers.

If you are the kind of person who willingly spends time helping others who may be less fortunate, then please join us in this enterprise. We hope to maximize your generous offer of your time and hope that you will feel the personal satisfaction of a good job well done.

The plan is to have a sufficient number of volunteers in each category to ensure that a person will only be asked to participate for a maximum of one day per month. You may, of course, if you wish volunteer to participate more often. The three categories of volunteers needed and a basic outline of the duties of each are listed below. A sign up sheet is attached.

Drivers

- Will be required to operate a sixteen passenger bus on a daily route.
- Will be responsible for picking up and dropping off clientele at scheduled times and locations.
- Will be responsible to ensure that the most cost and time effective routes are taken.

A volunteer for this position must either possess the appropriate driver's license or be prepared to pass the required physical and driving skill tests. Any expenses incurred for these tests will be borne by CREST.

Assistants

- Will be required to aid clientele with getting on and off the bus on daily routes.
- Will also aid the drivers in other elements of their daily routes, such as contacting the office for updates and ensuring that clients are safe and comfortable.

Booking

- Will receive calls from prospective clients, check schedule against client's request and notify them if their request can be met.
- Will advise clients of the scheduled time of pick up and drop off.
- Will record all bookings and ensure that no daily route is overbooked.
- Will communicate to drivers and booking coordinator if any scheduling conflicts arise.

Training and orientation for all categories will be provided to ensure that everyone is equipped to handle the position for which they volunteered and to ensure that a method of receiving advice and / or help is readily available.