



Community Alliance

BROXBOURNE & EAST HERTS

Volunteer Role Description

COMMUNITY CAR SCHEME DRIVER

Name of Community Alliance project	Community Alliance Community Car Scheme
Role title	Community Car Scheme Driver
Organisation	Community Alliance Broxbourne and East Herts, Nigel Copping Community Building, 88 Sanville Gardens, Stanstead Abbots, Hertfordshire, SG12 8GA
Contacts	Community Car Scheme Manager: Sarah Coles sarahc@communityalliancebeh.org.uk Community Alliance Volunteer Coordinator: Claudia Bird volunteering@communityalliancebeh.org.uk General Community Car Scheme email address: communitycar@communityalliancebeh.org.uk or phone Car Scheme office: 0300 123 1677 (operates Monday to Friday 9:00-12:00)
Why volunteer with Community Alliance?	Community Alliance is the essential link to empowering our community groups, building local partnerships and improving residents' lives. We provide a diverse range of services to develop, enhance and empower voluntary and community groups to effectively serve their communities, including the running of our own projects like the Community Car Scheme. Volunteering is a great way of supporting these worthwhile causes. You will gain valuable skills, meet new people and make a noticeable difference in our clients' lives.
Who benefits?	Clients who struggle to get essential appointments (health, daily needs, social purposes, etc.) and are unable to drive or use public transport can use the Car Scheme. This supports their independence and wellbeing.
Purpose	To increase mobility and independence especially for vulnerable, elderly and less mobile residents of East Herts and Broxbourne. Offer practical support, friendly company and a safe journey to and from their essential appointments.
Main tasks	Taking clients from their homes to their essential appointments and back, using your own vehicle. Accompanying them at the destination if necessary (e.g. hospital, GP, supermarket, etc.).
Skills, experience and qualities needed	<ul style="list-style-type: none">• Safe and experienced driver• Clean driving license• Access to a vehicle insured for voluntary purposes



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	<ul style="list-style-type: none">• Comply with legal standards (insurance, tax, MOT)• Enhanced DBS check through Community Alliance• Enjoy working with the elderly, disabled and impaired clients with patience and empathy• Some lifting, e.g. of mobility aids, may be required• Friendly and service-oriented
When?	Mostly weekdays am/pm. Some lifts on weekends. You can offer your time according to your personal circumstances. Community Alliance Car Scheme office team will send you a request for a lift which you can confirm or decline. You can also permanently exclude certain time slots during the week or temporarily when you go away or have other plans. There is no minimum time commitment. Very flexible role.
Where?	The Car Scheme operates for clients living in Broxbourne and East Herts. You will be using your own vehicle to transport clients who live in your area. To keep costs low for the clients and avoid unnecessary mileage, we try and match drivers and clients in the same location. However, this may not always be possible. Expenses are covered for every mile: from your door to the client then to the destination and back.
Support offered	<ul style="list-style-type: none">• Clients pay the driver 50p per mile and parking fees. Distance and price are worked out by the Car Scheme office team and are communicated to driver and client in advance. The client pays the driver in cash on the day of the lift. Further expenses can be covered by Community Alliance according to our volunteer agreement: meal expenses, essential specialist equipment, cost of childcare• Induction and driver documents before starting• Ongoing training, e.g. manual handling, first aid, etc.• Named contacts• Regular exchange with volunteer coordinator• Drivers and office staff get-together
What could volunteers get out of it?	Our volunteers find this volunteering opportunity rewarding because they can help clients to get around, meet new people and offer their help in a personal and flexible way whilst getting out and about. Community Alliance can provide a reference after a minimum of three months of volunteering which can improve career prospects. We want to ensure that anyone volunteering within Community Alliance finds their role rewarding and we strive to provide an enjoyable volunteering experience.
Other information	Further information: communityalliancebeh.org.uk . Follow us on twitter: @communityABEH