

Driver

Lifestyles, Pickaquoy Road, Kirkwall

At a glance:

Grade: C

Pay: As per advert

Allowances:

- Distant Islands Allowance, where applicable

Job Purpose:

Ensure that those people using the services of Orkney Health and Care, and in particular the Lifestyles Service, are safely transported between the Lifestyles Service bases and community-based opportunities and activities as required.

For application support contact hrsupport@orkney.gov.uk or call **01856 873535 ext.2250**

Benefits and Support

5.6 weeks statutory annual leave, inclusive of Public Holidays (pro-rata)	Comprehensive induction process
Potential to join Local Government Pension Scheme	Employee Assistance Programme

Main Duties and Responsibilities

Ensure the provision of transport services which are flexible and responsive to meet the individual needs of people using the Lifestyles Service and in the course of doing so ensure that the personal dignity and rights of individuals are promoted.

Ensure the safety and wellbeing of people using the service whilst they are in transit between their home, day services and other community-based activities as required.

Establish, develop and maintain an effective professional working relationship with people using the service, their carer(s) and other service providers.

Ensure that whilst using the transport each individuals support plan/medication & behaviour protocols are adhered to.

Assist service users with their personal care, dietary requirements whilst in the community and within the Lifestyles Service, as required.

Ensure that service users are assisted to safely board/disembark from the vehicle.

Ensure that vehicles are always maintained in a safe and serviceable condition at all times.

Ensure familiarity with the adaptations and operations of vehicles.

Assist the Senior Lifestyles Co-Ordinator/Registered Manager in the organisation of the transport arrangements as required, making recommendations as necessary.

Ensure that the Transport Policy and other policies relating to the service in respect of transport are adhered to, e.g. Adverse Weather Policy.

Attend transport meetings as required by the Senior Lifestyles Coordinator/Registered Manager.

The post holder will predominantly be working indoors/sheltered in a vehicle, however they will, as part of the normal working pattern, work outdoors and be exposed to bad weather.

Responsibilities for All

Embody the Council Values of Accountable, Reliable, Considerate and Collaborative.	Participate in team meetings, 1 to 1s, supervision and good conversations process
Handle all information in confidence and in line with Data Protection requirements	Comply with the Council Employee Code of Conduct
Work safely to prevent risk to yourself and others	Comply with relevant professional body codes of practice/conduct
Ensure Equality, Diversity and Inclusion	Any other duties appropriate to your grade
Undertake mandatory and relevant training and development	Where required Support the Council's emergency response

Skills and Requirements

Must have

Willingness to achieve the MiDAS minibus accessible training.
Knowledge and Experience of the issues which can affect individuals with support needs.
Good general standard of education, including literacy and numeracy.
Full driving license with D1 category to enable post holder to drive a minibus.

Requirements of the Role

Disclosure/PVG:	Level 2, PVG Adults	Convictions to Declare:	All
Politically Restricted Post:	No	Sponsorship:	No