

**Substitute Bus Driver
Announcement**

Tri County Virginia, OIC is seeking a friendly, professional, and enthusiastic Bus Driver to join our Apple Country Head Start program on a substitute basis. This position is primarily responsible for transporting Head Start children to and from centers and their homes on a daily basis. In addition, bus drivers are often called upon to drive for occasions such as field trips and medical/dental appointments. Bus drivers ensure the safety of children while boarding, riding, and exiting the bus. Bus drivers also ensure the appropriate use of seat belt and child restraint systems for our children. In addition, bus drivers complete certain bus paperwork, assist with required emergency evacuations and drills, and follow child pick-up and release procedures. Bus drivers set bus routes and provide guidance to our bus monitors. Bus drivers are often the first and last person from our program that families and children come into contact on a daily basis; therefore they warmly interact with children and families and professionally communicate important information needed between home and school.

This position will be substitute hours and the schedule will vary based upon the needs of the program (Monday thru Thursday). Compensation starts at \$10.37 per hour. The minimum qualifications for this position are a High School Diploma/GED and valid CDL license with school bus endorsement. This position also requires an excellent driving record and ability to maintain safety and order on a bus, as well as ability to respond to emergency situations appropriately and efficiently. The ability to fill out required paperwork is essential. Professional communication skills are also needed. The ideal candidate will have experience working with children ages 3-5 and enjoy interacting with them, as well as their families. Current parents of Head Start are encouraged to apply. Bi-lingual (English and Spanish) applicants are strongly encouraged to apply.

Please fill out and submit an application to Apple Country Head Start to be considered for this position and help give each child a head start! This position is posted until filled.