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## Job Posting: Substitute Bus Driver

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The Mission of Treasure Valley Children's Relief Nursery is to prevent child abuse and neglect by strengthening struggling families. TVCRN is a nonprofit organization providing services to high-risk families with children, birth to five years. TVCRN is a fiscally strong organization committed to keeping Malheur County children safe now and in the future. We are seeking individual/s for part-time or full-time work to assist with transporting children to and from therapeutic classes at TVCRN via a Child Care Bus. Salary will be dependent upon availability and experience.

### **Background Requirements (\*upon hire)**

- Valid driver's license and proof of Oregon or local Idaho residency
- Three (3)-year DMV driving history record
- Type 20 License training\*
- Pre-employment drug/alcohol screening\*
- Pre-employment job placement assessment (physical) screening\*
- Enrollment in the Oregon Child Care Division's Criminal History Registry\*
- Current First Aid/CPR certification\*
- Recognizing & Reporting Child Abuse training\*

### **Background Preferences**

- Current Commercial Driver's License
- Direct experience with preschool children in group settings
- Knowledge of early childhood development
- Bilingual in English and Spanish

### **Specific Responsibilities and Duties**

- Abide by all Oregon laws relating to driving a motor vehicle, providing safe and efficient transportation for children to and from TVCRN
- Work well with classroom staff also riding the bus routes
- Greet children and parents pleasantly and professionally
- Keep mileage and maintenance records, transporting the vehicle to and from the dealership for maintenance and repairs; cleaning vehicle as required
- Must be able to maintain confidentiality of clients and relate in a sensitive and non-judgmental manner with at-risk children and families

### **Application Process**

Please send the following information, either electronically or by mail to:

TVCRN, Attn: Executive Director, 780 S.E. 6<sup>th</sup> St., Ontario OR 97914.

- A copy of your current résumé
- A cover letter explaining why you want this position
- A completed TVCRN job application, available at [www.tvcrn.org](http://www.tvcrn.org) under "Opportunities."

*It is TVCRN's policy to provide equal employment opportunities to all qualified persons without regard to race, religion, color, gender, national origin, mental or physical disability, veteran's status, sexual orientation, or other protected status in accordance with applicable law.*