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| **Role Title:** | Volunteer Driver |
| **Hours and Location:** | To be agreed upon completion of training |
| **About the organisation:** | We are Vision Norfolk and our mission is to support people living with sight loss to enjoy active, independent and fulfilled lives. |
| **About the role:** | To provide transport using the Volunteer’s own car for Vision Norfolk clients to and from activities, meetings and events organised by Vision Norfolk. |
| **Main Responsibilities** | Our volunteer drivers escort our clients to events, activities or sessions. We would like our volunteers to help directly and indirectly enable blind and partially-sighted people to enjoy the same freedom of movement as everyone else. Our drivers play an essential role in providing client care and we are always seeking new volunteers.  We are looking for driver volunteers who will:   * Talk to / listen to our clients (if that’s what they want) and make them feel comfortable in your company. * Upholding the reputation of Vision Norfolk by ensuring safe and competent driving at all the times. * Report any incidents, accidents or near miss situations to the charity and follow our procedures. * Ensure that they are fit to drive at all the times and inform the Volunteer Coordinator about any health issues and changes in personal circumstances that may affect their driving ability. * Show a caring and kind attitude towards our clients, whilst helping our clients to remain as independent as possible. |
| **General Responsibilities:** | * Telephone the volunteer coordinator as soon as possible if unable to fulfil your commitment so that replacement cover can be arranged. * Maintain strict confidentiality at all times. * Adhere to the Vision Norfolk volunteer policies and procedures including Health & Safety. * Volunteer drivers must wear their photo identity badge during all assignments. * We ask our Volunteer Drivers for a copy of their driving license, insurance and MOT certificate before they partake in any volunteering. We also require a six monthly vehicle check carried out by a member of staff. * We ask our volunteers to remain kind and courteous when you are representing Vision Norfolk. |
| **Skills / Experience needed:** | Volunteer Drivers must possess a clean, full category B (car) driving licence. Any volunteer drivers must be aged at least 21 and have possessed their licence for at least two years. If a volunteer is aged over 70, a volunteer must meet the Group 2 medical standards required by the DVLA.  A clean driving licence is preferred, although minor driving convictions may not necessarily preclude a person from volunteering.  Our volunteers must be caring, able to communicate well and enjoy meeting new people, whilst helping our clients to remain as independent as possible. |
| **Benefits of Volunteering in this role:** | Becoming a voluntary driver gives you the chance to work with a variety of different people from different walks of life and is an opportunity to make a difference and support your local community. Vision Norfolk also offers:   * Visual Awareness Training * Regular, ongoing advice and support from Vision Norfolk * Payment of out of pocket expenses agreed in advance |
| **Contact details:** | If you would like to discuss the opportunities we have Vision Norfolk, please contact the Volunteer Coordinators on 01603 573000:  **Jo Howard** (Norwich & South Norfolk) ext 407  **Penny Whitby** (West Norfolk) ext 406  **Catherine Bond** (East Norfolk) ext 325  **Email:** volunteers@visionnorfolk.org.uk |