



Van Driver
Part-Time Temporary Position

TRIO Upward Bound's Van Driver transports students from target schools (Toronto, Steubenville, Buckeye Local, Edison, Indian Creek) during tutoring sessions and a five-week Summer Academy held on the Jefferson County campus of Eastern Gateway Community College. Students served by the program are typically from low income households and/or will be the first in their families to graduate from college. The tutoring and summer sessions are intended to help students strengthen their study skills, spark an interest in lifelong learning, and offer remediation to prepare for college/university enrollment.

Work hours up to 15 hours per week between the hours of 7:30AM – 9:30AM and 3:00PM – 6:00PM.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Transports students grades 9 – 12.
- Ensures health, safety and welfare of Upward Bound participants riding in the van.

EDUCATION & BACKGROUND:

- Valid driver's license required.

SKILLS & ABILITIES:

- Ability to pass criminal background check.
- Ability to drive passenger van. Van driver training will be provided.
- Ability to communicate and work effectively with students of varying abilities who may need encouragement and reinforcement.

To apply, please forward your resume and the names and contact information of at least three professional references, to Human Resources at: **careers@egcc.edu**

Internal applicants should include an employee ID number in their letter of intent.

Applications will be accepted until this position is filled.

Eastern Gateway Community College does not discriminate on the basis of race, color, religion, ancestry, national origin, sex, age, disability, veteran status, military status, gender identity or expression, genetic information or sexual orientation. The College will promote equal opportunities to all employees, applicants for employment, students and student applicants for admission to the College through a positive and continuing affirmative action program. Eastern Gateway Community College will fully comply with all federal, state and local laws and regulations to guarantee equal opportunities. All contractors of this College will comply with existing federal and state regulations concerning equal employment opportunities and affirmative action. Eastern Gateway Community College is an equal opportunity institution.