



Job Announcement

Van Driver

Reports To: Director of Education

Position Type: Part-Time

Job Category: Non-Exempt

Hourly Range: \$18-\$20

Are you someone looking for **meaningful, flexible work** that **gives back to the community**? This role may be perfect for you!

Organization

First Tee – Triangle is a youth development nonprofit that builds character and life skills through the game of golf. We serve kids across the Triangle at golf courses, schools, and community centers – helping them grow confidence, resilience, and leadership skills.

Why Work With Us

- Make a direct impact in the lives of kids in our community
- Enjoy a consistent, flexible part-time schedule
- Drive a provided vehicle – no wear on your personal vehicle
- Join a supportive, mission – driven nonprofit team

Position Summary

We are seeking reliable, safety focused Van Drivers to transport participants from partner schools and community organizations to First Tee program locations.

- Transport **10 – 14 children per trip**
- **After-school hours** with predictable scheduling
- Organization-provided vehicle (no personal vehicle use)

Roles and Responsibilities

- Safely transport participants to and from program sites
- Plan efficient routes using GPS and local knowledge to ensure the shortest/safest route to/from destination
- Arrive on time for all scheduled pick-ups and drop-offs
- Ensure car safety rules are followed and maintain a calm, positive environment
- Ensure that requested equipment or supplies are loaded.
- Perform pre- and post-trip van safety checks
- Maintain cleanliness of the van and report maintenance needs



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Required Skills/Abilities:

- Ability to operate a van safely and pass a driving test with First Tee – Triangle staff.
- Extensive knowledge of motor vehicle laws
- Excellent interpersonal and customer service skills
- Ability to map appropriate routes and estimate travel times using GPS
- Excellent organizational and time management skills
- Ability to present a neat and professional appearance
- Prolonged periods of driving a vehicle

Education & Experience:

- Must pass National Background check and child safety training requirements
- High school diploma or equivalent preferred
- Must have a **valid NC Driver's license** and clean driving record
- Willingness to consent to vehicle tracking
- 2+ years of related experience is preferred
- Commercial Driver's License is a plus, not required

To Apply

Please email your resume and a brief statement of interest to Jack@FirstTeeTriangle.org. Applications will be reviewed on a rolling basis.

Equal Employment Opportunity Statement

First Tee – Triangle is an equal opportunity employer, valuing diversity and inclusion. Our policy is to comply with all federal and/or state laws regarding equal employment opportunity as they relate to employees and applicants for employment. Accordingly, personnel decisions are made without regard to race, creed, color, religion, national origin, age, sex, disability, marital status, sexual preference, or veteran status.