



RICHLAND COUNTY RECREATION COMMISSION

ADAPTIVE RECREATION DEPARTMENT

CAMP SUNSHINE BUS DRIVER AIDE

JOB DESCRIPTION:

Under the general direction of the Adaptive Recreation Supervisor must currently be employed by the South Carolina Department of Education as a State Approved School Bus Driver Aide. Position is contracted with RCRC for the duration of CAMP SUNSHINE. Bus Driver Aide will be instructed by the Adaptive Recreation Supervisor of where driver aide will be assigned daily (group counselor, specialist in cafeteria).

Duties:

1. Assist with outline pick-up and drop off locations in advance before camp begins, if needed.
2. Assist with contacting parents of times and pick-up and drop off locations, if needed.
3. Ensure that all campers and staff are in a safe, fun environment. Report any infractions that may violate the safety of campers as well as staff, orally and written.
4. Assist with campers on field trips and special activities/events.
5. Report all accidents/incidents verbally and written whether at camp or in transit.
6. Assist with signing out, loading, and unloading campers.
7. Interact/assist/participate with campers during their daily activities.
8. Responsible for keeping the bus clean.
9. Performs other related duties as required.

REQUIREMENTS, TRAINING AND EXPERIENCE:

Must be a bus driver aide for the special needs population during the regular school year. Must meet the requirements of Richland County School District I to quality.

SALARY RANGE:

To be determined by RCSD I.