

COLTON JOINT UNIFIED SCHOOL DISTRICT

CLASS TITLE: DRIVER TRAINER

BASIC FUNCTION:

Under the direction of the Bus Driver Supervisor, plan, coordinate, organize and conduct classroom and behind-the-wheel bus driver training programs according to established DMV, CHP and Department of Education laws, rules and regulations; assist in the selection and oversight of delegated-behind-the-wheel trainers as appropriate; review and evaluate bus drivers assuring a high standard of performance is maintained.

REPRESENTATIVE DUTIES:

Plan, develop, implement and conduct training programs for new and current bus drivers; assure safe driving practices are in accordance with District and State transportation policies, rules and regulations. *E*

Assist in the selection and oversight of delegated-behind-the-wheel trainers as appropriate; coordinate testing and certification activities for DBTW trainers and drivers. *E*

Prepare, update and maintain a variety of bus driver records, including license and certificate expirations, medical expirations and advance training hours required for the renewal of the bus driver certificate, run DMV printouts for new and current drivers as necessary. *E*

Conduct safe driving and safe working methods and procedures training programs; present student training for safe and responsible riding practices and emergency bus evacuation. *E*

Drive a school bus over designated routes in accordance with specified time schedules and in accordance with regulations and laws related to pupil transportation; transport students to and from school, special events and field trips as necessary. *E*

Train and assist new drivers concerning student behavior management and other pupil transportation related problems and situations. *E*

Assist in the assignment of drivers to buses and routes as necessary.

Assist in dispatch and scheduling functions as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Principles, methods, techniques and strategies for the training of school bus drivers.

Provisions of the California Motor Vehicle Code, Title XIII, and the Education Code applicable to the operation of vehicles in the transportation of students and in the training of school bus drivers.

Methods, procedures and techniques related to a large pupil transportation operation.
Safe driving practices and methods.

ABILITY TO:

Plan, develop and implement bus driver training and safety programs.
Assist in the planning and organization of effective and efficient bus routes and schedules.
Maintain accurate records and be able to prepare complete and comprehensive reports.
Communicate effectively in oral and written form.
Understand and carry out oral and written directions.
Establish and maintain cooperative working relationships.
Operate a school bus safely and in conformance with applicable State laws.
Effectively present student training for safe and responsible riding practices and emergency bus evacuation.

EDUCATION AND EXPERIENCE:

Education: **High School graduate or the equivalent.** Proof required. Supplemental training or course work pertaining to school bus driver training.
Experience: Three years of experience in the operation of a school bus.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid and appropriate California driver's license.
Valid California Special Driver's Certificate with zero restrictions, and which may require a valid First Aid Certificate.
Valid Medical Examiner's Certificate.
Possess or be eligible to obtain a School Bus Driver Instructor Certificate issued by the California Department of Education.

WORKING CONDITIONS:

ENVIRONMENT:

School bus driving and training environment.
Driving in various road and weather conditions to conduct work.

PHYSICAL ABILITIES:

Sitting for extended periods of time.
Dexterity of hands and fingers to operate business related equipment.
Bending at the waist.
Hearing and speaking to exchange information and provide training.

HAZARDS:

Exposure to driving a school bus during adverse weather and traffic conditions.
Exhaust fumes.