



The  
Frederick  
Gunn  
School

## **PART-TIME HEALTH CENTER DRIVER**

**[gogunn.org](http://gogunn.org) | Washington, CT**

The Frederick Gunn School, founded in 1850, is a co-ed boarding and day school for students in grades 9-12 as well as a post-graduate year. Mr. Gunn had a deep appreciation for the natural world, believing that in nature students understand themselves as humans and their place in the world. He took a principled stand against slavery and spurred students (and the town at large) to examine their beliefs. In addition to the habits and skills students will need in college and life beyond, we teach them to follow Mr. Gunn's example: to cultivate wisdom, to be trailblazers, to act with conviction, and to value character as highly as intellect and achievement.

Our continuous focus on moral character development intentionally engages all members of our school in the work of creating an inclusive and equitable living and learning ecosystem. Community and citizenship are at the heart of our aspiration to both social justice and academic excellence, with individual diversity integral to the strength of that community. When we embrace difference and pursue school life with respect, equity, and compassion, we build a foundation for engaged citizens.

In keeping with the tenets of our founder Frederick Gunn, who was himself a prominent abolitionist and progressive educator, The Frederick Gunn School seeks to provide a pluralistic learning environment for all inclusive of (but not limited to): culture, ethnicity, gender identity or expression, national origin, learning differences, physical difference, political affiliation, race, religion, sex, sexual orientation, and socioeconomic differences.

We invite applicants who resonate with our mission and who will foster an environment of cultural and intellectual richness and an active participant in advancing equity and inclusion.

## **Summary**

The Frederick Gunn School is seeking a reliable and responsible Part-Time Health Center Driver to transport and supervise students to and from medical appointments using a school vehicle. The driver will be an essential part of the Health Center team, ensuring safe and timely transportation while providing a supportive and attentive presence for students. This position offers flexible hours, typically ranging from 3-6 hours per day on selected days throughout the school year.

## **Essential Functions / Responsibilities**

- Safely transport students to medical appointments in school-provided vehicles.
- Ensure students' safety and supervise them during transport and at medical facilities.
- Communicate with Health Center staff and medical offices to coordinate appointment schedules.
- Maintain accurate records of transportation times and destinations.
- Adhere to school policies and relevant state driving regulations.
- Exhibit professional and compassionate behavior when interacting with students, staff, and medical personnel.

## **Knowledge, Skills, and Abilities**

- Knowledge of driving regulations and safety procedures: Must be familiar with safe driving practices and state regulations, particularly those related to transporting students.
- Ability to handle emergencies calmly: Able to make sound decisions in the event of an emergency and ensure student safety at all times.
- Strong time-management skills: Ability to manage flexible hours and coordinate with health center staff to ensure timely transportation.
- Communication skills: Ability to interact with students, health professionals, and school staff effectively, providing clear updates and feedback as needed.
- Supervisory skills: Experience in overseeing the safety and well-being of minors, ensuring they are accounted for and follow procedures during transportation.
- Basic vehicle maintenance knowledge: Capable of performing minor checks to ensure the vehicle is in working condition (e.g., fuel, tire pressure, etc.).
- Patience and compassion: Ability to work with adolescents, showing patience and care in potentially stressful or unfamiliar medical situations.

## **Qualifications**

- Must have or be able to obtain a Public Service License (PSL) with Endorsement A (information on obtaining a PSL can be found [here](#)).
- Prior experience in driving and supervising minors is preferred.
- Strong interpersonal skills and the ability to work with adolescents in a caring and

- professional manner.
- Availability for flexible hours during the school year.
  - Excellent driving record and knowledge of safe driving practices.
  - Must be able to pass background checks in accordance with school policies.

### **To Apply**

This position is a 10-month, per diem, non-exempt opening. To apply, please send a cover letter, resume, and three professional references (references will not be contacted without notifying you) to: [marquist@Frederickgunn.org](mailto:marquist@Frederickgunn.org). Application materials are being accepted now, and qualified applicants will be invited to interview on a rolling basis.

*The Frederick Gunn School is an Equal Opportunity Employer. Except in cases of a bona fide occupational qualification or need, or except as otherwise permitted or required by law, The Frederick Gunn School does not discriminate against applicants for employment on the basis of race, color, religious creed, age, sex, marital status, pregnancy, sexual orientation, national origin, ancestry, present or past history of mental disorder, intellectual disability, learning disability or physical disability, gender identity or expression, genetic information, victims of domestic violence or any other protected class status under applicable law with respect to hiring, compensation, promotion, discharge from employment or other terms and conditions of employment. Position announcements are intended to describe the general nature and level of work performed by employees assigned to the job title and the education and skills required. Descriptions are not intended to be a complete list of all responsibilities, duties and skills that are required or may be required in the future.*

*BACKGROUND SCREENING: The Frederick Gunn School conducts background checks on all job candidates upon acceptance of a contingent offer, which includes using a third-party administrator to conduct the checks.*

## **Core Values**

### **Integrated Humans**

Thriving people learn to integrate the intellectual, the physical, the spiritual, and the emotional through an examination of the place of each, discernment about their relative role, and a commitment to balance and flourishing.

### **Hopeful Faculty**

We prize faculty who believe resiliently, optimistically and with good humor in the students' and faculty's collective ability to grow and learn; know their discipline and practice, and understand character development. A faculty oriented around these principles will earn the confidence of students and create a place of purpose and fun where faculty and students want to be.

### **Learning Ecosystem**

Thriving communities recognize the interdependent nature of their parts. Therefore, The Frederick Gunn School is a school that champions the interdisciplinary and inter-experiential nature of life and learning – one that incorporates the outdoors, athletics, and arts, as well as academics, into everyday life.

### **Moral Character Development**

We are a school that nurtures Mr. Gunn's belief in character as the driving force in a life well-lived, and that character emerges through the intentional pursuit—in knowledge and practice—of what is good, right, true, sustainable, and beautiful.

### **Engaged Citizens**

The Frederick Gunn School is a school that, despite growing cultural apathy, cynicism, consumerism and distraction, produces people who care deeply – who become wise, engaged, active citizens.