



PART TIME BUS DRIVER

Briarwood Christian School (BCS), a ministry of Briarwood Presbyterian Church, located in Birmingham, Alabama, is a co-educational school serving over 1600 students in grades Junior Kindergarten through 12. The school exists to provide a Christ-centered transformational education that equips and inspires each student to glorify God by maximizing his or her God-given abilities.

BCS seeks to hire a part time bus driver for the 25-26 academic year. This bus driver will be on our reserve list to drive for field trips and the shuttle that runs between campuses when our regular drivers are unavailable. Pay is an hourly rate.

This is a 10 month position reporting to the Chief Operations Officer.

Personally, the employee's life shall reflect

- Mature, living, and active faith in Jesus Christ, and membership in good standing of a local evangelical church
- Lifestyle of biblical integrity
- Agreement with the school's Statement of Faith and a lifestyle consistent with the school's Declaration of Moral Integrity (available on school website)
- Support of Christian Education
- Experience working as a part of a team
- Willingness to listen and respond to counsel
- A passion and ability to effectively contribute to a positive work environment
- Spirit of dedication, commitment, flexibility and responsiveness
- Successfully completion of a drug screening, criminal background check, and MinistrySafe training; the background check and MinistrySafe training are renewed every three years

Job Requirements

- Operate the school bus safely and efficiently
- Follow established schedules and shuttle routes
- Ensure the safety and well-being of all students on the bus and maintain order during the ride
- Conduct thorough pre-trip and post-trip inspections to ensure the bus is in safe working condition
- Maintain open communication with school staff, parents and students
- Be prepared to handle emergencies, following school protocols and safety procedures
- Ensure the bus is kept clean and free of hazards, performing light cleaning tasks as necessary
- Step in as needed to substitute for regular drivers, and be flexible in managing routes and schedules
- Adhere to all safety regulations, traffic laws, and school policies related to passenger transportation
- A passion and ability to effectively contribute to a positive work environment
- Demonstrated passion for and support of Christian Education
- A high level of attention to detail
- Experience in customer service
- Ability to retain confidential information about BCS's constituents
- Agreement with the school's Statement of Faith and a lifestyle consistent with the school's Declaration of Moral Integrity (available on school website)

Required Education and Experience

- A minimum of a high school diploma
- 3 Years experience driving a school bus
- CDL with proper endorsements is required
- Must be 25 years or older to meet insurance requirements

Other Duties

Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

How to Apply

- Prepare a one-page cover letter naming the title of the opening and including a brief introduction, Christian testimony, church involvement and outline of your key attributes that you feel reflect your suitability for this position.
- Prepare an up-to-date resume, listing all personal contact information, contact details of three references (who we will only contact after confirming with you), detailed educational credentials, and relevant work experience.
- Submit your cover letter AND resume to bcsemployment@bcsk12.org
- Select candidates will be asked to complete an online application by invitation only.

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