CLASS TITLE: SCHOOL BUS DRIVER/DELEGATED DRIVER INSTRUCTOR

DEFINITION: Under general supervision, operates a school bus transporting students to and from school and on special excursions; performs work of moderate difficulty working under the direction of the driver trainer staff in planning, coordinating and conducting training programs for new bus drivers; performs related work as required.

EXAMPLES OF DUTIES:

- Performs assigned duties as a School Bus Driver transporting students between designated points, maintaining order, enforcing established rules, reporting incidents, citing for disciplinary action
- Conducts in-service training programs for school bus drivers under the direction of a certified school bus driver
- Assists n and makes preparations for the development of training materials
- Evaluates the driving performance of bus drivers
- Performs preliminary review for drivers prior to California Highway Patrol renewal certification
- Assists in recruiting, reviewing and evaluating trainees
- Completes and files reports and conducts safety inspections
- Maintains records

DESIRABLE QUALIFICATIONS:

Training and Experience: A combination of training and experience equivalent to three years as a School Bus Driver; a driving record with no chargeable accidents in any vehicle within three years preceding the application date for instructor certificate.

Knowledge of:

- Principles, concepts and techniques of driving, inspecting and managing passengers on vehicles of the appropriate type and size
- California Vehicle Code, California Education Code, California Code of Regulations Title 5 and 13 related to passenger transportation
- California Department of Education, California Highway Patrol and Department of Motor Vehicles rules, regulations and policies pertaining to the transportation of passengers
- All policies related to the District's operation and transportation of passengers

Skill in:

- Proper instructional methods
- Reading, interpreting and explaining laws, regulations and policies pertaining to passenger transportation
- Evaluating the driving ability of others

- Developing and maintaining effective relationships with employees, school officials, students and the community at large
- Maintaining records and preparing reports

Ability to:

- Communicate effectively both orally and in writing
- Successfully complete the course of study offered for Behind the Wheel Instruction developed by the California Department of Education within a reasonable amount of time subsequent to hiring
- Complete State and District documentation of training and other pertinent driver information, as may be required
- Organize work responsibilities and manage time efficiently

Licenses and Certificates:

- A Commercial Driver's License, Class A or B, with a passenger endorsement, current medical certificate and a Special Driver Certificate of the appropriate type