



Human Services Programs
of Carroll County, Inc.

Position Title: Shelter Support Volunteer- Shopper Shuttle Driver

Position Description: HSP seeks an experienced driver to assist in transporting Safe Haven and Men's shelter residents to the grocery store. Many of our shelter residents lack access to transportation. The volunteer will help to promote self sufficiency in our residents by allowing them to spend their own money and maintain their own food supply.

Supervisor: Joanna Waters **Supervisor Phone #:**410-386-6659

Responsibilities:

- Transport residents using HSP vehicle to nearby grocery store and back
- Be punctual when scheduled for transport
- Document work hours in volunteer sign in book
- Document vehicle mileage and fuel level before and after completing transport
- Communicate with supervisor regarding availability and scheduling conflicts
- Provide at least 24 hours notice if unable to keep appointment
- Immediately report accidents or incidents to supervisor

Qualifications:

- Must be age 18 or older
- At least three years of driving experience
- A valid driver's license without restrictions
- Current vehicle registration and liability insurance
- Able to effectively utilize smartphone GPS technology
- Excellent interpersonal communication skills
- Must be willing to undergo criminal background check
- Must be willing to undergo a driving history background check
- Able to maintain resident confidentiality at all times

Hours: Drivers needed weekly. Flexible daytime hours available. Consult with supervisor for specific hours.

Compensation: This is an unpaid volunteer opportunity.

Work Location: 127 Stoner Ave Westminster, MD 21157.

Contact: volunteers@hspinc.org