



## Volunteer Driver Volunteer Role Description

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Across the UK, our 250 local groups play a vital part in supporting people affected by MS. They provide sense of belonging, unity and friendship, and deliver services and support for their local MS Community.

As our Volunteer Driver you'll support people with MS to attend local activities. You'll drive the group mini bus or van, and make sure your passengers get safely to and from their destination. You may also help them get in and out of the vehicle.

In this role you'll be able to use your minibus driving experience, develop your communication and interpersonal skills as well as learn more about Health and Safety.

Most importantly you'll be able to support people affected by MS get where they need to go.

### What the role involves

This role may vary depending on needs, but is likely to include:

- Enabling people with MS to attend local activities by driving the group transport and assisting passengers getting in/out of the vehicle and during the journey
- Ensuring that the vehicles is safe and roadworthy, completing all relevant safety checks as identified in the transport risk assessment process
- Being responsible for any arising first aid or emergency evacuation needs and following our procedures

We can support you to develop the skills you need for this role, including an induction into all the areas outlined. You will have a chance to discuss your role and any additional needs with us.

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**Together, we are strong enough to stop MS.**

Multiple Sclerosis Society. Registered charity numbers 1139257/SC041990. Registered as a limited company in England and Wales 07451571.

## What you need for this role

### Essential

- Able to apply disability, equality and inclusion practices
- Confident using Microsoft Office, the internet and email
- Required [qualifications and licenses](#)
- Able to understand and apply our risk management system
- Previous experience of driving a minibus
- Able to keep people's personal data safe

### Desirable

- Committed to our values
- Willing to develop skills and experience
- Able to understand and follow external and internal policies and procedures

### In order to volunteer in this role you will need to:

- Complete the Welcome and Induction Checklist in the back of your [Welcome Pack](#) (opens in new window).
- Complete the training listed below:

<b>Must do training</b>	<b>Role specific training</b>
Data protection eLearning	Induction with your volunteer point of contact
Safeguarding for volunteers eLearning	

- Complete a disclosure check. For more information, click [here](#)

### Sources of support

We will ensure that whilst volunteering with us you will have access to all the support you need to feel comfortable, confident with what you are doing, and able to achieve the most impact through your time with us.

In the first instance your Group Coordinator and Coordinating Team members are here to support you. They are responsible for leading the group, the group's finances, planning services and activities, making decisions and dealing with problems.

If your Group Coordinator isn't able to help, the Volunteer Support Team is the key staff contact for local groups:  
[volunteersupport@mssociety.org.uk](mailto:volunteersupport@mssociety.org.uk)

The Supporter Care Team is your point of contact for queries other MS Society departments. They can signpost you to the right person:  
[supportercare@mssociety.org.uk](mailto:supportercare@mssociety.org.uk)

Speaking to volunteers from other groups can be another source of support. This is something you could organise yourself or by attending meetings organised by the Volunteer Support Team which bring together other groups and volunteers.

Upcoming workshops are posted on our volunteer website:  
[volunteers.mssociety.org.uk/events](https://volunteers.mssociety.org.uk/events)

Our Group Handbook offers guidance on the practices and procedure groups should follow: [volunteers.mssociety.org.uk/group-handbook](https://volunteers.mssociety.org.uk/group-handbook)

Other staff who can support you are listed on our volunteer website:  
[volunteers.mssociety.org.uk/volunteering-with-us/staff-support](https://volunteers.mssociety.org.uk/volunteering-with-us/staff-support)

## Additional information about our volunteering programme:

When you volunteer with us, you join our powerful community of people living with MS, scientists, campaigners, listeners, organisers, ambassadors and fundraisers.

Our shared commitments help keep our volunteering programme enjoyable, meaningful and safe for everyone.

Download [Our Commitments](#) here.