

How to Become a Driver:

Through the grace of God and the guidance of the Holy Spirit, First Presbyterian Church of Santa Barbara strives to be active in our changing world by ministering to all God's people.

Duties:

- Have a valid class B driver's license and health certificate to drive any vehicle over ten (10) passengers. Have clearance with the church business administrator as to eligibility and insurance. Drivers will be on the pull notice program and will be randomly tested for drug and alcohol use while on duty. OR
- Have a valid class C driver's license to drive the smaller vans: nine passengers plus the driver. Drivers will be on the pull notice program and have clearance by the church administrator and be on the church insurance.
- There is a van calendar binder which is used for the scheduling of the vans at the front-desk. Requests for use of the vans shall be made in the binder at least one week in advance of the date needed.
- Sunday drivers schedule is in the workroom near the phone where 'Van Drivers' and 'Shotguns' sign up for picking up people for Sunday worship services is hanging on the wall. If you find it is necessary to change the date you have signed up for, please exchange or make arrangements for another person to cover your date.
- Assist in the listening of telephone messages and planning the routing. We meet in the workroom about twenty to thirty minutes before departure time. There is also a van drawer where the keys, notes, maps and miscellaneous items are kept. The number for retrieving the telephone messages from the workroom phone is also kept in this drawer.
- Check out the church vehicle and fill out the "Daily Condition of Van" log as provided on the small clipboard if the trip is less than one hundred (100) miles (one way) of the church. If driving any van more than one hundred miles (one way), fill out the log book that is in the closed clip board. (This is required by the Highway Patrol.) These completed forms are to be turned into the Business Administrator at the end of each trip. Please note on these forms any incident or malfunction of the vehicle.
- Place the mobile phone in phone charger at beginning of each trip. The phone is to be kept in the church vehicle along with the charger.
- Direct the 'Shotgun' or if it is safe for you, the driver (ONLY when not driving), to make phone calls to the prospective passengers upon the approximate time of arrival of the van. This sometimes requires teamwork to keep the schedule timely. Safety of the use of phones is of primary importance. NEVER USE A PHONE WHILE YOU ARE DRIVING.
- All passengers must have seatbelts properly fastened. Each van does have an extension seatbelt if one should be needed, kept in the engine cover cubby hole.
- If there is an emergency, please take appropriate action. Emergency contact numbers are attached on the smaller clipboard under the check-out forms.