

ChangeMakers Women's Driver Licence Project Driving Practice Volunteer Role Description

Position: Driving practice volunteer

Responsible to: Project facilitator, ChangeMakers

Commitment: 2 x 1-hour practices per week, time to be arranged with volunteer and the driver

Purpose of the role: To take a learner driver out for 2 driving practice sessions per week until she is ready to sit her Restricted Licence, and continue to support her through to a Full Licence as well.

Key Tasks:

- Take the driver out for driving practice in the driver's car twice a week
- Ensure all skills required for the test are practiced regularly, as appropriate to the learner's level of skill and confidence
- Continue with the driver until she obtains her Restricted and Full Licences if at all possible
- Attend training in effectively mentoring a learner driver of refugee background
- Attend occasional professional driving lessons with the driver and her driving instructor
- Attend supervision and mentoring sessions as appropriate
- Assist the driver with rehearsing skills using www.practice.co.nz and the AA road code quiz on www.aa.co.nz

Key Outcome:

Preparing the driver to pass her Restricted Licence test, followed by her Full Licence

Key requirements:

- A full licence which you have held for more than 2 years and a NZ Full Licence
- 25 years or older
- Patience
- Good communication skills
- Easy rapport with people of diverse cultural and social backgrounds
- Willingness to attend the training for this role
- Good knowledge of the current NZ Road Code
- Reliability and punctualness
- Maintaining a consistent professional relationship with the client and suitable boundaries

Key Relationships:

Internal

- Project Facilitator, ChangeMakers Refugee Forum
- Fellow volunteers

External

- Drivers
- Driving Instructors

Training for Volunteers

Volunteers will:

- Attend a training workshop on how to identify and assess hazards, and effectively mentor a driver. This will be led by a former driving instructor, now a road safety educator. There will be a practical exercise at the end of this session, during which the instructor will role play as the driver and you will be the driving practice volunteer
- Sit in on a lesson with the driving school before starting as a driving practice volunteer to learn from the instructor how best to communicate with your driver.
- Go on the 'check drive' lesson with the driving school part way through your volunteering. This lesson will identify what the driver needs to still focus on to become test ready.
- Attend a training session on how to work cross-culturally

Our expectations of volunteers

- Commit to supporting the driver to obtain a full licence
- Recognise the motive of being a volunteer and what you are hoping to get out of the experience
- Be willing to undergo a police vetting check
- Communicate to both your driver and to ChangeMakers when you are unable to keep an agreed appointment with the driver
- Provide the client with professional and ethical advice
- Communicate to ChangeMakers if you have any concerns about the role, the relationship with your driver or if a conflict of interest arises
- Contact Project Facilitator, ChangeMakers on an agreed basis while you are providing driving practice services

Your rights as a volunteer

- Respect and appreciation for your contribution to this project
- Training for the role
- Support in the role which includes the ability to discuss issues freely with the ChangeMakers project facilitator
- To be safe
- To withdraw from the project

ChangeMakers role:

- Facilitating all facets of the driver licence project
- Selecting and training drivers
- Supporting the drivers during driving practice
- Training volunteers for supervising driving practice
- Providing volunteers with regular support in the role
- Acknowledging volunteers' contributions

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