

## Volunteer Driver Planning and Selection Criteria

Below are criteria for use in recruiting, supervising, managing, training, and/or evaluating volunteer drivers.

- volunteer driver background check
- finger printing
- motor vehicle insurance check
- driver record check
- valid driver's license check
- criminal record check
- pre-employment drug testing
- volunteer driver application form
- volunteer driver contract
- volunteer driver training
  - traffic laws and safe driving procedures
  - first aid and CPR training
  - older adult sensitivity training
  - alcohol and drug prevention
  - · wheelchair transferring
  - · vehicle maintenance & repair
- volunteer driver handbook
  - volunteer driver job description
  - volunteer driver manager/management
  - volunteer driver feedback mechanisms
- volunteer driver evaluation
  - evaluation of driving ability
  - evaluation based on staff feedback
  - evaluation based on rider/passenger feedback
- volunteer driver "office"
- insurance coverage for volunteer drivers