



Driver (Contract Position)

New Legacy Charter School is a free, public high school for pregnant and parenting teens in northwest Aurora. We serve approximately 100 high school students and 70 children in an on-site Early Learning Center. We offer students a rigorous, relevant, and engaging education so they are empowered with the skills needed to raise healthy children and graduate prepared for success in college and careers. Our vision is to see young families creating a legacy of education leading to compelling careers, financial independence, and positive parenting. Our school model combines flexibility with a strong school culture based on healthy relationships and student leadership.

Position: Driver for 15-passenger bus

Employment Status: Part-Time, April 15 to June 5

Start Date: Immediately

Salary Range: \$16.00 per hour

Position Description: Driver will provide transportation for high school students and early learning center children (6 weeks to 5 years) from home to school (in morning) and from school to home (in afternoon). Driver may also take students to appointments, internships, or other locations as assigned.

Employment Status: This is a contract position. The driver will be working as an independent contractor, the school does not offer benefits, nor does the school cover worker's compensation, disability benefits, unemployment insurance, or employment taxes. Insurance for buses is provided while driving school's 15-passenger bus.

Responsibilities Include:

- Transport students and children to and from home and school
- Transport of students to appointments, internships, college classes, etc.
- Hours per week:
 - Hours are on Mondays-Friday from 8:30 am to 11:30 am and/or 1 pm to 4:30 pm*
 - *Wednesday afternoon run is from 1:00 pm to 2:40 pm
 - Hours may vary depending on need of students
- Maintenance for both buses
 - Must gas buses up weekly
 - Must check tire pressure and oil levels weekly
 - Must check child restraints are secured weekly
 - Must clean buses weekly
- Must put passengers' safety first
- No reckless driving
- Work with the Director of Operations with the care and upkeep of your assigned vehicle
- When not driving students, position may require working in the building supporting checking students in, supporting operations director with assigned tasks, and other duties as assigned.

Required Qualifications:

- Current Driver's License
- Proof of good driving record
- Personal relation skills; ability to positively interact with students and staff on a daily basis
- Must be alcohol and drug free with a Background Criminal Investigation Check
- Motor Vehicle Report (MVR)
- Experience preferred
- Ability to take and read directions
- Complete required readings, tests, and in-service provided by the school

To Apply: Please send a cover letter, resume, and 2-3 references to Claudia Baylon

Email: cbaylon@newlegacycharter.net

or

Mail: New Legacy Charter School, 2091 N. Dayton St., Aurora, CO 80010

Applications close on April 15, 2019

New Legacy Charter School is an Equal Employment Opportunities (EEO). This position will be filled without regard to race, color, religion, sex, sexual orientation, national origin, age, disability, or genetics.