## Nightstop Volunteer Driver

### Role Description

<table>
<thead>
<tr>
<th>OVERVIEW</th>
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<tbody>
<tr>
<td><strong>Role Title:</strong></td>
<td>Nightstop Volunteer Driver</td>
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<td><strong>Responsible to:</strong></td>
<td>Nightstop Manager</td>
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<td><strong>Location:</strong></td>
<td>Within the community across varying areas of Glasgow and surrounding areas, including within the homes of Nightstop Hosts.</td>
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| What they do: | Nightstop Volunteer Drivers provide a valuable service to young people accessing the Nightstop initiative. The Volunteer Driver will meet the guest at a pre-arranged location, travel with them to the volunteer host’s home, introduce them to their host then call the service to confirm that the guest has arrived safely. This role may involve familiarising the guest with the local area where possible. |

| Why it matters: | This role is essential in supporting the young people accessing the Nightstop initiative. Providing practical support ensuring the guest gets from A to B appropriately, safely and without issue. This role helps ensure a Guest makes it to the hosts home and are assisted in overcoming any barriers such as:  
- Not knowing how to get to the location  
- Being unfamiliar with transport options  
- Increased vulnerability due to travelling alone  
This role ensures the Guest and Host meet, that they are all comfortable and then reports back to the on-call receiver to update information. This role also allows the young person to talk to someone on route if desired, also allows the young person an opportunity to be listened to if this is what they would like. |

| What’s involved: | This is one of our most flexible roles. It could be a regular commitment same day every week or when you can give time. To be agreed with the Nightstop Team. |
Role description:

Simon Community Scotland is a values led organisation. We expect all of our staff and volunteers to reflect this, to care about people and demonstrate compassion, tolerance and tenacity. You can find out more about our mission and vision here, http://simonscotland.org/about-us/.

Nightstop helps prevent youth homelessness through community hosting. It provides invaluable support to young people (aged 16-25 yrs) who are in immediate housing crisis by providing safe, temporary accommodation in the homes of trained and vetted Community Host Volunteers.

The accommodation is provided on an emergency one night basis, with some flexibility at weekends, but each Guest’s situation is reviewed on a night by night basis. Whilst the guest is staying with the host, more appropriate, longer-term accommodation is sought by working with a range of internal and external partners and agencies.

The Volunteer Driver role involves meeting up with the young person using Nightstop, which is always planned by the Nightstop Team.

We encourage the driver to chat with the young person and put them at ease during transit.

The driver will escort the young person to the location of their volunteer host’s home for the night. The driver would then introduce the young person to the host and check the young person's plans for the next day.

The driver is responsible for calling the Nightstop on-call number to confirm the guest has arrived at the host’s home safely, giving an overview and any details that are felt relevant.

As a volunteer with Nightstop you must keep records of each journey to claim expenses.

Within all volunteer roles you must adhere to the terms of Simon Community Scotland Nightstop policies, procedures and agreements currently in place.

All volunteers are encouraged to contribute positively to the continuous development of the service / team.

In addition you must observe clear professional boundaries in our relations with the people we work with and report any concerns to the Nightstop Team as soon as possible.

There will be an opportunity to attend initial training programme prior to undertaking role and attend periodic training throughout the time you volunteer.

Time commitment:

Volunteer Drivers will be contacted at weekly intervals (or otherwise agreed intervals) in order to give availability for facilitating the chaperone role.

Main tasks:

- Pick up the guest, by arrangement with the Nightstop Team
- Discuss preferred route for travel to destination
- Chat with guest and put them at ease during transit
- Drive the guest to location of their volunteer host’s home for the night
- Introduce them to the host and check their plans for the next day
- Call Nightstop to confirm the guest has arrived at the host’s home safely
- Keep records of each journey to claim expenses
● To attend initial training programme prior to undertaking role and attend periodic training during the course of the role
● To adhere to the terms of Simon Community Scotland Nightstop policies, procedures and agreements currently in place
● To contribute positively to the continuous development of the initiative / team
● To observe clear professional boundaries in our relations with the people we work with
● To report any concerns to the Nightstop Team as soon as possible

Requirements:
● Fully committed to the Simon Community Mission and Core Values
● Good communication and people skills
● An ability to relate to people on a one to one, non judgmental basis
● Reasonable and consistent availability
● A willingness to participate in training and be involved in consultation regarding the role
● A basic understanding of the issues young people face
● A desire to work with disadvantaged young people
● A full current driving license and road worthy vehicle

Training and support available:
● Initial Q&A with the Nightstop Manager
● Full and comprehensive training and induction will be given to the right candidates
● There will be periodic volunteer support groups for Nightstop Volunteers that provide peer support and informal training opportunities
● Contribute to a service that really does make a difference to the lives of young people

Comprehensive training in the following areas:
- SCS Volunteer Induction and Training program
- Additional training relevant to Role
- Additional training can be requested/ identified

● There are appreciation events to recognise the important contribution that volunteers make. Personal & professional development through training, support and ongoing evaluation contribute to a service that really does make a difference to people’s lives.

Any other Requirements:
● Full PVG disclosure, provided by Simon Community
● 2 References
● Completed Volunteer application / recruitment process
● The volunteer driver will submit mileage and out-of-pocket expenses, which are reimbursed
● While volunteering with Nightstop, volunteers have full liability insurance cover

Recruitment process:
Q&A with Nightstop Manager, application form, PVG, reference checks and interview process

Date role created
23/2/18

Review date
23/2/19