

# Want to Be a Service Learning Van Driver?

Revised 8/27/18

Service learning van driving is an essential ministry at Eastern. Without student drivers, our first year students would not be able to serve 8,000 hours in the fall, a value of over \$170,000 to area non-profits. Driving is one of those rare win/win/win situations: students benefit by being stretched from their service learning, the sites we serve benefit from having more volunteers to address injustices, and you can benefit by continuing to serve at a meaningful site while being paid.

## **FOLLOW THESE STEPS TO BECOME A VANDRIVER:**

### **1. What's your status with service learning van driving?**

- **New job:** If you have *not* been employed as a driver, you need to fill out a Van Driver Employment Application (page 3 following) and return it to the Office of Faith & Practice ASAP. Van driving is an exception to the “one campus job only” rule.
- **Returning employed driver:** If you *have* been employed to drive before, simply email Megan Acedo ([macedo@eastern.edu](mailto:macedo@eastern.edu)) for a Service Learning Van Schedule and Driver Application. Van driving is an exception to the “one campus job only” rule.
- **Volunteer** (e.g. YACHT, Habitat, Prison Ministry): You don't need to fill out the service learning application since you are not paid; follow the directions below for 2, 3 and 4.
- *Note that students can be exempted from the age restriction of 20 years of age, but must have at least one year of driving experience and need a letter from me.*

### **2. Get a current Eastern van license**

- **If you need renewal or never had a license:** Email the Office of Faith & Practice ([ofp@eastern.edu](mailto:ofp@eastern.edu)) for a Van License Application and Driver History Authorization. You can watch the van safety videos in the library, take the quizzes, and print your results. Bring them along with your application and driver's license.
- **Driving tests:** Those getting a license for the first time need to take a one hour driving test with Security once your driver history is verified. They will reach out with available appointments.

**3. Mandatory Orientation:** All drivers will attend a SL Van Driver Orientation in early September to cover all the ins and outs of service learning and keys (required even for returning drivers).

**4. Mandatory Test Run:** Once your driving shifts have been confirmed, get directions and do a test run (drive your route without students). A successful test run with an experienced driver is mandatory for new drivers as part of their hiring.