



## **BUS DRIVER - AFTER SCHOOL ART PROGRAM**

### *Job Description*

#### **ORGANIZATION BACKGROUND**

Art 4orms Foundation is a non-profit arts organization building and sustaining generational access to art education for public school students. Art 4orms will utilize art education to expand career pathways and dismantle historical disadvantages placed on communities of color, starting with children. Art 4orms mobilizes local artists through grassroots engagement opportunities while centering resources to provide free art education to public school students. Art 4orms create free art experiences to North Tulsa families through education, performances, festivals, workshops, films, lectures, and various interdisciplinary community-led artistic expressions.

#### **POSITION DESCRIPTION & OVERVIEW**

Art 4orms Foundation is looking for individuals who are community-oriented, passionate about the importance of art education, demonstrate creativity and innovation, work efficiently, show a record of success and INVESTED in increasing art opportunities for BIPOC public school students.

Art 4orms Foundation seeks a dynamic team player to serve as our Bus Driver to transport students safely from their home school to our afterschool art program. This role will also be requested (not required) to work outside of regularly listed hours to accommodate family and student field trips. This role will require helping students board the Art 4orms bus, learning which students take their route and planning around traffic during trips.

1099 Contractor (The Contractor will be paid a flat fee of \$60 per day for offering transportation and driving services for Art 4orms Foundation) - *This position will work a maximum of 10 hours a week, unless approved in advance by the Executive Artistic Director. This role also doesn't include Art 4orms employee benefits package (health, dental, and vision.)*

Hours: Tuesday - Thursday (2:00pm - 4:00pm)

Additional hours may be requested to accommodate the needs of other Art 4orms initiatives and/or events (i.e field trips, community events, etc.).

### **MINIMUM QUALIFICATIONS**

- Commercial driver's license preferred
- A chauffeur's license may not be necessary, but may be helpful
- One or more years of experience
- Clean driving record with no at-fault accidents or traffic citations within the last five years
- Two or more years of experience working with children preferred
- Ability to carry out assigned route on time

### **ROLE & RESPONSIBILITIES**

- Transport children and other passengers to and from school
- Obey all traffic laws
- Maintain a clean and mechanically sound bus at all times
- Ensure the safety of all students
- Verify permissions for children who ride home with friends
- Assist students with getting on and off the bus as needed
- Discipline children as needed to maintain a safe environment
- Perform inspections of the bus before and after each route
- Attend safety meetings as required

*Special Working Conditions:* Willingness and ability to work irregular hours, including evenings and weekends as needed.

### **ART 4ORMS MISSION**

Utilizing the arts to dismantle and disrupt historical barriers placed on communities of color.

### **ART 4ORMS VISION**

To build and sustain generational access to art education for communities of color, starting with children

### **ART 4ORMS MOTTO**

"If I know, then you know and we can grow together"

*Art 4orms Foundation is an equal employment opportunity employer to those who meet the qualifications of the advertised role and description.*

*We recruit and hire applicants in all job classifications without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity and gender expression, genetic information, marital status, amnesty, status as a covered veteran, or any other characteristic protected by law. Art 4orms will be conducting a criminal background check. All employee job offers will be contingent upon the applicant(s) passing a criminal background check. Learn more about ART 4ORMS FOUNDATION visit [art4orms.org](http://art4orms.org)*