Summer Van Driver
Reports to: Facilities Manager
10-20 hrs/wk, Temporary Employee, Non-Exempt
Pay: $20-25/hour
Dates: Monday-Friday, July 17-21, August 21-25, August 28-September 1, 2023

Position Overview
Coyote Central offers creative classes to 10-15 year olds in all kinds of mediums. This summer, we are hosting a number of classes over eight weeks. With families interested in our classes from all over the city and our north-end studios in hibernation, we are looking for help getting some students from Lake City to our Central District location.

The Summer Van Driver will be responsible for keeping a record of the students they are transporting (2-6 students), keeping everyone safe while transporting the students to and from the Central District, refueling the van when necessary with a provided credit card, submitting updated receipts, and returning the van to the designated parking area in a timely manner.

Requirements

- Must have a WA State driver’s license
- Must pass a background check
- Must have own car insurance
- Must pass Dept. of Licensing record check
- Comfortable driving a 7-passenger van
- Enjoys the company of middle school students

Schedule
July 17-21: PM only (4:30-6:30pm)
August 21-25: AM & PM (8:00-10:00am; 4:30-6:30pm)
Aug 28-Sept 1: PM only (4:30-6:30pm)

AM:
- 8:00am: Arrive at our Lake City location (12325 Lake City Way NE, Seattle, WA 98125) where van is parked
- 8:10am: Meet students at our Lake City location
- 8:20am: Load students into the van and drive them to our Central District location (2300 E Cherry St, Seattle, WA 98122)
- 9:00am: After drop off, drive the (empty) van back to Lake City

PM:
- 4:30pm: Pick up van from Lake City and drive it (empty) to Central District location
- 5:30pm: Load students into the van at Central District location and drive back up to Lake City
- 6-6:15pm: Meet families at Lake City location to pick up students
- 6:30pm: Park van in back lot of Lake City location to pick up again the next morning

How to Apply
Email your favorite middle school memory and your availability to jobs@coyotecentral.org. Preference will be given to someone who is able to cover all three weeks.