Want to Be a Service Learning Van Driver?
Revised 8/14/13

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 VAN DRIVER:

1. What’s your status with service learning van driving?
   - **New job**: If you have not been employed by me as a driver, you need to fill out a Van Driver Employment Application (page 3 following) and return it to me ASAP. Van driving is an exception to the “one campus job only” rule.
   - **Returning employed driver**: If you have been employed by me to drive before, simply email me the days/times you’d like to drive in the fall and whether you have Federal Work Study. Van driving is an exception to the “one campus job only” rule.
   - **Volunteer** (e.g. YACHT, Habitat, Prison Min.): You don’t need to fill out my 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**: Fill out and return to me the attached Van License Application and Driver History Authorization. You can watch the video in the library or at a Driver Expo (Dates and Locations TBD).
   - **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. Call Security at 1711 and schedule a driving test (on these dates: Wed., Thurs., or Fri. 8am-1pm; September 8th and 15th between 8am-3pm)

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.
Tentative Van Shifts for Fall 2013:

Note: These shifts will be offered to INST 150 students for their sign ups. A few sites may be cancelled on Thu Sept 5 if no students sign up for them.

Van A Mon 12:20-3:40pm, Barry School (Philadelphia)
Van B Mon 2:00-7:00pm, Urban Promise (Camden)
Van C Mon 2:45-6:15pm, Chester Student Center (Chester)
Van D Mon 6:15-8:15pm, St Edmonds Home (Rosemont)

Van E Tues 8:40-11:20am, Children’s Learning Center (Norristown)
Van G Tues 2:45-6:15pm, Chester Student Center (Chester)
Van H Tues 3:15-6:00pm, ACLAMO (Norristown)
Van J Tues 6:40-9:00pm, ESL Class (Norristown)

Van K Wed 11:50-3:45pm, Philabundance (Philadelphia)
Van L Wed 2:45-6:15pm, Chester Student Center (Chester)
Van M Wed 4:10-8:35pm, MANNA (Philadelphia) Oct. 2, 9, 30, Nov. 6 and 30, and Dec. 4 ONLY

Van N Thur 8:15-11:30am, Barry School (Philadelphia)
Van O Thurs. 9:15am-2:45pm, Broad St. Ministries (Philadelphia)
Van P Thur 11:50-3:45pm, Philabundance (Philadelphia)
Van Q Thur 2:45-6:15pm, Chester Student Center (Chester)
Van R Thur 3:15-6:00pm, ACLAMO (Norristown)
Van S Thur 6:45-10:00pm, YACHT (Philadelphia) [Note: YACHT provides volunteer drivers]

Van T Fri 8:40-11:20am, Children’s Learning Center (Norristown)
Van U Fri 11:40am-2:20pm, Children’s Learning Center (Norristown)
Van V Fri 12:45-3:15pm, Cradles to Crayons (W. Conshohocken)
Van W Fri 6:15-8:15pm, St Edmonds Home (Rosemont)

Van AA Sat 7:45am-4:30pm, Good Works (Coatesville) 10/5 & 11/9 only
Van BB Sat 7:45am-4:30pm, Good Works (Coatesville) 11/2 & 12/7 only
Van CC Sat 9am-2pm, City Team (Chester) 9/14, 9/21, 10/26, 11/16, 12/7 only
Van DD Sat 9am-2pm, YACHT (Philadelphia) [Note: YACHT provides volunteer drivers]
Van EE Sat 8am-5pm, Habitat (various locations) [Note: Habitat provides volunteer drivers]
VAN DRIVER EMPLOYMENT APPLICATION  ($10+/hr)
Return to Megan Acedo in Walton 1A or by email to macedo@eastern.edu

Name:                               Major:                               Year:  Fr / So / Jr / Sr
Phone:                               Email:                               
Home Address:                           

Shifts requested (days/times available):

Are you eligible for Federal Work Study (FWS)?  Y/N     Amount of FWS award:
Do you have a valid driver’s license?  Y/N     An EU van license?  Y/N     Expires:
Describe your driving experience (# years driving), noting any experience with larger vehicles:

Have you had any moving violations or accidents/vehicle damage in the last 12 months? Please explain:

REFERENCES:
Name, address & phone number of last employer (if any):

List one additional character reference who is not a relative or an Eastern student:

Name:                               Phone number:

Signature _____________________________________________    Date ______________