SYP Bus Chaperone Job Description

Basics:
- June 15 - August 1, 2015 (Orientation is from June 15 - 20)
- Pay rate will be discussed with individual applicants

Requirements:
- Have a flexible schedule that allows you to be gone all weekends of programming.
- Has to pass a state of Michigan background check

Responsibilities:
- Chaperone Summer Youth Programs Charter Bus. These trips typically leave on Friday evenings and return around 8:00am on Sunday.
- Before getting on the charter bus you are responsible for renting/obtaining movies that are age appropriate (do not view movies rated above PG-13).
- You are responsible for making sure that each student is accounted for.
- You are responsible for making sure that each student is picked up/dropped off at the correct stop.
- If a student doesn’t show up at a stop you are responsible for notifying the Residence Hall Coordinators of all no-shows.
- While on the charter bus, you will supervise students.
- Be a representative of Summer Youth Programs while interacting with participants and parents.
- Understand that you are a role-model to the students attending our program and therefore must follow all student rules.
- Welcome diversity and enjoy working with students from many different cultural, ethnic, and economic backgrounds.
- Be prepared to work as part of a team, and be willing to communicate problems to the bus drivers, Residence Hall Coordinators, or Transportation Coordinator.

Qualifications:
- Complete the 90 minute Van Safety Test. Contact our office before and after you complete the test, in order to obtain the necessary account information.
  o You may be asked to fill in during the week

As A Bus Chaperone You Must:
- Always support the rules of the program (the number one priority is to ensure the safety of our students)—as far as the students are concerned, you are their chaperone first, their friend second.
- Maintain a positive work atmosphere by behaving and communicating in a manner that gets along with students, staff, parents, and the public in general.