



Job Title: Bus Driver		Reports to: Activities Director	
Worker Classification: <input type="checkbox"/> Full-time <input type="checkbox"/> Temporary <input checked="" type="checkbox"/> Part-time <input type="checkbox"/> Contract		Compensation: <input type="checkbox"/> Salary <input checked="" type="checkbox"/> Hourly	Fair Labor Standards Act: <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt
Organizational Supervision Level: <input type="checkbox"/> Tier A <input type="checkbox"/> Tier B <input checked="" type="checkbox"/> Tier C <input type="checkbox"/> Tier D		Work Location: <input checked="" type="checkbox"/> On-Site <input type="checkbox"/> Hybrid <input type="checkbox"/> Remote _____% on-site	

Position Summary

The Bus Driver is responsible for safely transporting students to and from school events, ensuring the safety of all passengers. This position requires a Class B Commercial Driver’s License (CDL) with a passenger (P) endorsement (or a willingness to acquire the same) and a commitment to maintaining high standards of safety and conduct.

Position Responsibilities

1. Operate a school bus in a safe and efficient manner, adhering to all traffic laws and school policies.
2. Transport students to and from school and other designated locations on time.
3. Perform pre-trip and post-trip inspections of the vehicle to ensure it is in good working condition.
4. Maintain order and discipline on the bus, addressing any student behavior issues in accordance with school policies.
5. Assist students with boarding and exiting the bus safely.
6. Ensure all students are seated and using seat belts when applicable.
7. Follow planned routes and schedules, making adjustments as necessary due to traffic, weather, or other conditions.
8. Communicate with school administration regarding any route changes, delays, emergencies, or mechanical issues.
9. Keep accurate records of mileage and any incidents.
10. Conduct regular safety drills with students as required.
11. Maintain a professional demeanor with students, parents, and school staff.
12. Participate in training sessions and meetings as required.
13. Comply with all federal, state, and local regulations regarding school bus operation.

Skills Necessary

1. Excellent driving skills and knowledge of traffic laws.
2. Strong communication and interpersonal skills.
3. Ability to manage student behavior effectively.
4. Basic mechanical knowledge to perform vehicle inspections.

Professional Expectations and Requirements

1. Desire to serve in a non-profit educational environment
2. Valid Class B Commercial Driver's License (CDL) with Passenger (P) endorsement.
3. Previous CDL driving experience preferred.

Attributes of All Concordia Staff

Concordia Lutheran Schools of Omaha operated as a ministry of the Lutheran Church-Missouri Synod. Staff members, both called and uncalled, represent Concordia's ministry to the community and must:

1. Profess an active, Christian faith
2. Be loyal to the vision, purpose, and staff of Concordia Lutheran Schools of Omaha and seek to protect the unity among our staff and community
3. Demonstrate a Christ-like attitude through all interactions with students, families, staff, and volunteers
4. Adhere to the Personnel Manual
5. Maintain the confidentiality of sensitive materials and information

Does this sound like you?

Do you have a passion for driving and a commitment to safety? Are you someone who enjoys working with children and ensuring their safe transport to and from field trips, sporting events, or other activities? If you possess a Class B Commercial Driver's License with a passenger endorsement or are willing to learn about becoming a licensed bus driver, have excellent driving skills, and can manage student behavior effectively, you might be the perfect fit for our team. Your dedication to punctuality, professionalism, and maintaining a safe and orderly environment will make a significant impact on the Concordia student experience!