

## WRCC Back & 4<sup>th</sup> – Community Transport Manager

### Background

WRCC has run a community transport service for nearly 15 years and specialises in providing minibuss transport. We have a fleet of 15 minibusses based at depots in South Warwickshire (Wellesbourne) and Rugby. We deliver group hire services (where community groups can hire one or more vehicles and volunteer drivers to access social activities) and shopping services. In 2019/20, we delivered nearly 20,000 individual passenger journeys of this type.

We also provide several home-to-school services in South Warwickshire & Rugby and a demand responsive transport service on behalf of the local authority.

Community transport services largely stopped in March 2020 with the introduction of lockdown. Community groups are starting to contact us again to book social trips later in 2021. We have a team of volunteer drivers willing to continue to offer their time, though we have also lost some volunteers over the last 12 months and recruitment is a priority.

We are looking to recruit a Community Transport Manager to help develop and deliver this activity with particular responsibility for recruiting and managing our team of volunteer drivers. However, the role is quite broad and will include some contract staff management and assisting with the fleet. We are a small team, so the willingness to pitch-in and help out is essential. The successful applicant will have a practical approach. D1 entitlement on their driving licence would be a great help.

We have offices in Wellesbourne and Rugby and the post holder may also work from home. However, access to independent transport is essential as there will be regular travel to and between our sites. We run services outside office hours and the post holder will be expected to participate in the rota to provide on-call cover.

You may apply by sending a copy of your CV to [vacancies@wrccrural.org.uk](mailto:vacancies@wrccrural.org.uk). Please ensure that your covering e-mail/letter references your skills and experience against our person specification. If you prefer, you may complete and submit our application form (available to download at [www.wrccrural.org.uk/information-and-events/vacancies/](http://www.wrccrural.org.uk/information-and-events/vacancies/)).

The closing date for applications is **Monday 2<sup>nd</sup> August 2021** though we will be reviewing applications throughout the period. We have the scope to be flexible with this role, so please do not hesitate to contact us if you would like a conversation prior to submitting an application.

Thank you for your interest in WRCC – we hope you apply and look forward to meeting you!