

## **Job Description: Studio Bus Driver**

**Organisation:** Young Urban Arts Foundation (YUAF)

**Role:** Studio Bus Driver

**Contract Type:** Freelance / Sessional

**Location:** London (community locations)

**Depot:** West Ham Bus Garage

**Reports to:** CEO

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### **Role Purpose**

The Studio Bus Driver is responsible for the safe transportation, timely arrival, and secure return of the YUAF Media Bus. The role supports the delivery of YUAF's mobile music and media programme by ensuring the bus is available, operational and ready for use during sessions with young people in community settings.

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### **The YUAF Studio Bus**

The YUAF Studio Bus is a double-decker mobile music and media facility used to support young people's creativity through activities including music production, lyric writing, podcasting and related creative practice.

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### **Key Responsibilities**

#### **Driving & Vehicle Responsibility**

- Drive the YUAF Studio Bus safely and responsibly to and from session locations
- Complete daily safety checks on the bus prior to departure, in accordance with YUAF policy.
- Collect the bus from and return it to the designated depot for each shift  
Remain responsible for the vehicle for the full duration of the shift  
Manage routes and timings to ensure punctual arrival and departure

## Operational Support

- Support basic set-up and pack-down of the bus where required
- Allow for traffic, breakdowns or delays and communicate these promptly to YUAF  
Ensure the bus is left secure and in appropriate condition at the end of each shift

## Professional Conduct

- Work collaboratively with YUAF staff and creative facilitators
- Maintain a professional presence when working in community settings
- Act in line with YUAF policies and procedures when on duty

## Skills & Experience

- Ability to drive **large and high vehicles** in busy urban environments
- Category D or Category C driving licence preferred
- Candidates with a Category B licence may be considered where there is proven experience driving similar vehicles (e.g. play buses or other large mobile units)

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## Hours & Rates

Rates are reflective of total shift length and **inclusive of travel time to and from the depot:**

- Shifts up to **5 hours**: £120
- Shifts up to **8.5 hours**: £200
- Shifts up to **12 hours**: £250
- Additional time beyond contracted hours due to traffic or breakdowns: **£16 per hour**

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## Location & Logistics

- The bus must be collected from and returned to **West Ham Bus Garage** for all shifts
- Shift lengths vary depending on programme delivery requirements