

Trips and Tours Driver

Senior Services for South Sound



Opening Date: 11/18/2025
Closing Date: Continuous – Open until filled.
Department: Client Services
Job Type: Non-Exempt, 0.2–0.45 FTE – **8–18 hours per week**
Wage: **2026 New hire** starts at firm **\$22.00** per hour. This position is a Step 3 of the internal salary schedule which has a range of \$21.45–32.84/hour and already includes a COLA for 2026. Opportunity for wage increase is based on passing the annual review, satisfactory job performance, availability of budgetary funds, and market factors.
Benefits: *For scheduled part-time employees working less than 20 hours per week:*
Retirement: If expected to earn \$5k in compensation per year, tax-deferred Simple IRA with company matching up to 3% of gross is available.
Pet Insurance: Available to all employees.
Employee Assistance Program: Available to all employees.
Paid sick leave in compliance with WA state standards.
Location: Headquarters in Olympia, WA.

Senior Services for South Sound is looking for a Driver in our Trips & Tours Program for 8–18 hours per week who is responsible for safely driving up to 24–passengers on the Trips bus to and from different Trip destinations. Responsible for refueling the bus and doing pre- and post- trip inspections to ensure the vehicle and equipment is clean and in good working order! Come join an amazing team and help us drive our Trips & Tours program goals in support of our organization’s mission and exciting growth!

Senior Services for South Sound (SSSS) is a highly mission-driven 501(c)(3) dedicated to improving the quality of life for people as they age. While the focus is on delivering great service to seniors, our organization is filled with caring, thoughtful people who have a lot of fun and heart. As a diverse organization that values integrity, inclusion, respect, results, and service excellence, we are a positive culture where employees are engaged, empowered, and appreciated.

Benefits offered for this **8–18 hour per week** position include:

- *Sick Leave* in proportion to the FTE with up to 8 hours in a calendar month and no less than 1 hour for every 40 hours worked;
- *Retirement* if expected to earn \$5k or more in the calendar year, the employer will match the employee contribution, dollar for dollar up to 3% of the employee’s gross annual salary in a Simple IRA; and
- *Pet Insurance* and *Employee Assistance Program* available to all employees.

What you will be doing:

We’re looking for a **Trips & Tours Driver** working **8–18 hours a week** to help drive the Trips & Tours program by safely driving senior trip participants on our 24-passenger bus to and from local destinations within Washington and Oregon states.

Key outcomes:

The Driver:

- Reviews destinations and familiarizes themselves with routes

- Inspects the 24-passenger Trips bus before and after each trip for safety, operations, and cleanliness.
- Drives to and from Trip Destination(s).
- Assists with boarding and offloading of passengers, stowing walkers, luggage, etc.
- Assists Trips leader in times of emergency.
- Completes mileage forms pre- and post-trips and any other required reports and forms.
- Refuels the bus at the end of every trip.
- Attends meetings, training and other scheduled events as required.
- Performs other duties as assigned.

What you will bring:

- Current WA state Driver's License with CDL B (Passenger Endorsement).
- Medical Examiner's Certificate (Med Cad) for passing of annual DOT exam.
- Clean and current driving record for the last 3 years in all states where active as a commercial driver and supported by annual driver abstracts.
- Proof or willing to attend and pass recurring driver's education.
- 2 years of experience driving with CDL endorsement.
- Pass pre-employment drug test and enroll in Random Drug & Alcohol Testing program upon hire.
- Pass annual background checks.
- KSAs: knows all state and federal safety rules and regulations regarding the passenger bus, driving, conduct and behavior; competency programming and using GPS; Ability to read, understand and complete all required forms and paperwork; experience working with diverse populations and the elderly; demonstrates sound judgment and decision-making; performs complex problem solving and critical thinking; displays strong communication and excellent interpersonal skills; and ability to handle difficult or high stress situations with tact, diplomacy and good judgement.

Preferred:

Applicants who also possess the following *may* receive additional consideration from the hiring manager:

- Defensive Driving course.
- Mechanical skills.
- First Aid/CPR training.

Why work at SSSS?

SSSS is committed to enhancing the quality of life for people as they age and having fun doing it. With a culture of inclusion and positivity, the goal of enriching the lives of seniors is powered by dedicated, inspiring people delivering programs such as Brighter Days Adult Day Program, Meals on Wheels, Senior Community Dining, Senior Transportation, Supportive Services, Health, and Wellness Programs, Adult Learning, Independent Living, and activities and classes featured at our two centers. Moreover, we believe in supporting and taking care of our employees, offering medical, retirement, and paid vacations to eligible employees. Apply with your **cover letter, resume or CV**, and **3 references** today!

**The hiring authority may make a hiring decision at any time. Initial screening will begin on November 18, 2025 with a new hire beginning no sooner than 1/1/2026. The position's starting wage includes the 2026 COLA adjustment. It is to the applicant's advantage to submit materials as soon as possible and request a complete job description. The candidate pool certified from this recruitment may be used to fill future similar vacancies for up to six months. **Senior Services for South Sound (SSSS) is an equal opportunity employer and does not discriminate based on age, sex (including gender identity), marital status, sexual orientation, race, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability. If you require a reasonable accommodation to participate in the hiring process or would like a copy of the complete job description, please contact Human Resources.*

Contact:

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