

<b>Directorate:</b>	<b>Growth, Environment and Transport</b>
<b>Unit/Section:</b>	<b>Highways, Transportation and Waste, Road Safety and Active Travel Group</b>
<b>Grade:</b>	<b>KSF</b>
<b>Responsible to:</b>	<b>Safer Driving and Fleets Officer</b>

**Purpose of the Job:**

The Road Safety Team's purpose in line with The Vision Zero policy, is to contribute to road casualty reduction and thereby improve quality of life in Kent. This role supports the Team's purpose through delivering practical driver assessment as required.

**Main duties and responsibilities:**

- To deliver pre-set driver assessment programmes, in order to contribute to casualty reduction.
- Carry out driver assessment to the standard set by the supervisor, i.e. Driving Standards Agency test standards.
- Support the development and dissemination of road safety messages to drivers.
- Support the evaluation of educational inputs when required.
- Create and maintain an effective and focused learning environment.
- Take responsibility to deal with complex questions, related to appropriate programmes, to facilitate client learning.
- Influence the road user attitude and behaviour of drivers through raising their awareness, increasing their knowledge and affecting their intended behaviour.
- Liaise with organisations to arrange to meet additional training needs, as agreed with the supervisor
- Promote other driver training and assessment services to organisations as appropriate.
- Collect and drive appropriate vehicles to the training site if required, including minibus.
- Identify and manage risks to health and safety (colleagues, staff and children) in the teaching environment, using existing risk assessments if applicable.
- Ensure assessments are delivered in line with Kent County Council's health and safety policy with an awareness of accident and incident reporting procedures.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

## Kent County Council

### Person Specification: *Minibus Driver Assessor*

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Level 2 Numeracy and Literacy or equivalent.</li> <li>• Recognised driver assessor qualification / award, e.g. IAM observer, ADI (for practical assessor).</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• In depth knowledge of road safety issues affecting drivers, e.g. crash causation factors.</li> <li>• In depth knowledge of legislation affecting drivers, passengers and vehicle types.</li> </ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"> <li>• Understanding of effective learning techniques</li> <li>• Ability to engage effectively with adults</li> <li>• Ability to adapt approach and style to suit the audience</li> <li>• Ability to provide both verbal and written feedback to clients</li> </ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• In depth knowledge of road safety issues affecting drivers, e.g. crash causation factors.</li> <li>• In depth knowledge of legislation affecting drivers, passengers and vehicle types.</li> </ul>
<b>KENT VALUES AND CULTURAL ATTRIBUTES</b>	<p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• We are <b>brave</b>. We do the right thing, we accept and offer challenge</li> <li>• We are <b>curious</b> to innovate and improve</li> <li>• We are <b>compassionate</b>, understanding and respectful to all</li> <li>• We are <b>strong together</b> by sharing knowledge</li> <li>• We are all <b>responsible</b> for the difference we make</li> </ul> <p>Our values enable us to build a culture that is:</p> <p><b>Flexible/agile</b> - willing to take (calculated) risks and want people that are flexible and agile</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><b>Compassionate and Inclusive</b> - compassionate, understanding and respectful to all</p> <p><b>Working Together</b> - building and delivering for the best interests of Kent</p>

	<p><b>Empowering</b> - Our people take accountability for their decisions and actions</p>
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	<p><b>Externally Focused</b> - Residents, families and communities at the heart of decision making</p>
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