

## Position Description

Carolina Crown Inc. is seeking qualified applicants for a Non-CDL Driver position on our Corps Transportation team! A Non-CDL driver is responsible for supporting Crown's main performing group, Carolina Crown Drum and Bugle Corps by safely operating and maintaining a corps vehicle on our cross-country tour. The ideal candidate for a Non-CDL driver should be comfortable with driving in various traffic and weather conditions, be able to maintain a night schedule as most drives happen overnight, and be comfortable with driving larger vehicles (15-passenger vans or larger) while also possibly pulling a utility trailer. This position is accountable to the Operations Manager and is supervised by the Transportation Manager.

## Responsibilities

- Inspect, verify, and monitor the operational condition and safety of the assigned vehicle, accessories, and trailer daily. This includes performing mandatory pre-trip and post-trip inspections
- Report findings to the Transportation Manager daily and correct any known issues that can be dealt with personally
- Assisting/informing the Transportation Manager about all regular maintenance so it can be completed in a timely fashion
- Report all accidents, complete required reports, and cooperate with investigating authorities
- Maintain cleanliness of the assigned vehicle. Interior and exterior cleaning will take place on non-driving days
- Maintain ELD Compliance, including fuel logs and vehicle maintenance records if required
- Adhere to DOT Regulations at all times
- Obey all traffic laws
- Observe all mandatory safety regulations
- Practice non-aggressive, defensive driving techniques
- Attend driver meetings during the summer tour
- Other responsibilities as they may be assigned based on the needs of the organization

## Requirements

- Safely, efficiently, and courteously drive a Crown 15-passenger van and trailer on all public roadways, including varying city sizes and mountainous regions, in all weather conditions
- Ability to read and interpret maps, compass directions, schedules, and procedural instructions
- Any combination of training, experience and/or education equivalent to at least one year of safely operating larger vehicles and towing trailers.
- Advanced knowledge of vehicle electrical systems, engine components, and the operational mechanisms of motor vehicles is beneficial but not required
- Applicants must be at least 21 years of age or older and pass a pre-employment drug and alcohol test
- Able to provide a 36-month Motor Vehicle Report - Any moving citations or chargeable accidents in the applicant's driving history within 36 months prior to the application date will be evaluated and may be considered disqualifying
- Ability to lift 25 lbs.

## Other Considerations

- This is a seasonal position and will be structured around the corps' summer tour and will require travel with the corps. This is from around June 20th, 2024 to around August 12th, 2024. The tour origination point will be in the Charlotte, NC area. We understand that giving an entire summer to the corps cannot work for everyone. We are happy to discuss and arrange for your pick-up and drop-off at airports to accommodate the availability discussed. The finalized schedule will be determined based on the transportation needs of the drum corps and the availability of the applicant.
- This position will be paid a stipend based on experience for the duration of the engagement with the corps. Payments will be made in bi-weekly increments on a predetermined schedule.
- Most of the driving happens overnight (4 p.m. - 8 a.m.) in variable traffic and weather conditions
- While traveling with Carolina Crown, you will be provided housing. Most commonly, it will be a dedicated dark and quiet space at the location where the drum corps is rehearsing, options for hotel accommodations may be available depending on the operational needs of the drum corps.
- All meals are provided by the drum corps



## Application Process

To apply for this position, please complete the Job Application (make sure to include your resume, cover letter and references) located here (<https://tinyurl.com/work-at-crown>). Should you have questions about the position, please contact [employment@carolinacrown.org](mailto:employment@carolinacrown.org) for assistance. We ask that you refrain from contacting the Crown office by phone concerning this position. Applications will be subject to screening and interviews as part of the evaluation process.