Jumpstart

Learner Driver Mentor Training

MENTOR APPLICATION

What is Jumpstart?
The Jumpstart Learner Driver Mentor Program is run by the Geeveston Community Centre Inc (locally known as GeCo). Jumpstart helps learner drivers in the Southern Huon Valley who lack other means to gain the compulsory 80 hours of on road driving experience. We do this through our Volunteer Driver Mentors, in a vehicle owned and maintained by GeCo.

The Volunteer Driver Mentor role
As a Volunteer Driver Mentor you sit in the passenger seat as a surrogate friend or family member. You are not a driving instructor and you are not there to teach. You offer the benefit of your driving experience, supervise your learner on the road and help them build skills and confidence in the lead up to their practical driving test. Your role includes:

- Planning and supervising driving sessions that suit your learner's skill level
- Giving clear instructions, guidance, positive feedback and encouragement
- Filling in and signing the learner's logbook and recording trip details in the vehicle logbook
- Promoting safe driving attitudes and behaviours
- Supporting learners from a range of backgrounds, including young people and people experiencing disadvantage
- Following program policies, procedures and the Mentor Driver Code of Conduct

Who can volunteer?
To become a Volunteer Driver Mentor you will need to:

- Have held a current full Australian driver licence for a minimum of one year; with no suspension or disqualification in the past two years
- Hold a valid Registration to Work with Vulnerable People (RWVP) and a satisfactory National Police Check
- Complete the Jumpstart Volunteer Supervisor Driver Induction
- Provide two referees who are not related to you

How does it work?
Julia Stanley, our Jumpstart Coordinator, will meet with you to talk about your experience and suitability, then match you with a suitable learner. After a meet and greet, you go on a first drive together to see if you are a good fit. Sessions are real life drives into Huonville, Kingston and Hobart, navigating traffic, shops and car parks.

Time commitment and support
We ask for a minimum of 2 hours a week, with session times arranged between you and your learner. Many of our learners are school students, so after school and weekend availability is a big help. You will have regular catch ups with the Jumpstart team, a review with Julia every 6 months, and access to upskilling sessions run by Driver Mentoring Tasmania. There is no cost to you as a volunteer.

Sounds great, sign me up!
Please read and fill in the form on the following pages. Bring your driver licence and RWVP card with you. To talk about what will work for you, call Julia on 0400 347 464.

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(CONFIDENTIAL)

Section 1: Personal Details	
First name:	
Last Name:	
Preferred Name:	
Address:	
Mobile Number:	
Email address:	
Preferred method of contact:	☐ Email ☐ Phone
Date of Birth:	
Gender:	
How did you hear about this program?	

Section 2: Medical Information	
Do you have an existing medical disability/condition/injury that may affect your driving abilities?	☐ Yes ☐ No If yes, please provide details:
Do you take any medication that may affect your participation in this program?	☐ Yes ☐ No If yes, please provide details:

Section 3: Cultural Identity	
Do you identify as Aboriginal and/or Torres Strait Islander? ☐ No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander ☐ Yes, both	
Is English your second language?	☐ Yes ☐ No
If yes, what is your preferred language?	
Do you require an interpreter or communication support?	☐ Yes ☐ No
If yes, please provide details:	

julia@geevestoncommunitycentre.com (03) 6297 1616 / 0400 347 464

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Section 4: Driver Licence Information	
Driver Licence Number:	
Licence Expiry date:	
How many years have you held a full driver licence?	
Has your licence been suspended, disqualified, or cancelled in the past two years?	☐ Yes ☐ No
If yes, please provide details:	
Have you supervised a learner driver before?	☐ Yes ☐ No
If yes, please provide details:	

Section 5: Screening Checks	
Do you hold a current Registration to Work with Vulnerable People (RWVP)?	☐ Yes ☐ No
RWVP registration number:	
RWVP expiry date:	
Do you have a current National Police Check?	☐ Yes ☐ No

Section 6: Employment and Experience	
Current employment status: ☐ Employed full time ☐ Casual employment ☐ Unemployed ☐ Volunteer ☐ Employed part time ☐ Self employed ☐ Student/Studying or Training ☐ Retired	
Do you have experience with young people, diverse communities, or driver training?	☐ Yes ☐ No
If yes, please provide details:	

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Section 7: References

We require two references from people who can vouch for you. They cannot be related to you and must agree to be contacted by phone or email by the Jumpstart Coordinator.

Reference 1 name:	
Relationship to you:	
Phone number or email:	
Reference 2 name:	
Relationship to you:	
Phone number or email:	

Section 8: Emergency Contact

Emergency contact name:	
Relationship to you:	
Phone number:	
Email address:	

Section 9: Availability and Learner Preference

Which days are you available to participate in this program? Tick each day and write the times you are available (e.g. 3pm to 5pm).

Day	**Times available**	**Day**	**Times available**
☐ Monday		☐ Friday	
☐ Tuesday		☐ Saturday	
☐ Wednesday		☐ Sunday	
☐ Thursday			
Approximately how many hours per week can you offer?			
Do you have a preference for the gender of the learner you mentor?		☐ Male ☐ Female ☐ Either	

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Volunteer Information, Privacy and Consent

About the Learner Driver Mentor Program (LDMP)

Jumpstart is part of the Learner Driver Mentor Program (LDMP), a community based program funded by the Department of State Growth to support disadvantaged learner drivers who may not otherwise have access to a suitable vehicle, supervising driver, or the financial means to complete the supervised driving hours required to obtain a Tasmanian provisional licence.

The program aims to improve road safety outcomes, increase access to employment, education and community participation, and support participants to progress safely through the Graduated Licensing System (GLS).

As a Volunteer Driver Mentor in the LDMP, you are expected to:

- plan and supervise driving sessions with your learner driver
- provide feedback and support to your learner driver and complete their logbook
- comply with all road rules, program policies and the Mentor Driver Code of Conduct
- communicate respectfully with learners, families and program coordinators
- notify the program coordinator if your circumstances, contact details, licence or RWVP status change.

Volunteering in the LDMP is voluntary and may cease at any time upon request or in accordance with program policies and procedures.

Collection and Use of Information

Your personal information is collected by the Department of State Growth and participating Learner Driver Mentor Programs (LDMPs) to support your participation in the program and to assist with:

- program administration and delivery
- volunteer screening, safety and eligibility verification
- program evaluation and service improvement
- future planning and policy development
- demonstrating program outcomes and community impact
- supporting future program sustainability and funding decisions.

Volunteer information will be uploaded and securely stored within the Plumfleet Plumtree data management system for LDMP operational purposes only.

Driver licence, RWVP and National Police Check information is collected solely to confirm your eligibility to volunteer as a supervising driver. This information will not be used for punitive, compliance, enforcement, or regulatory purposes by the Department of State Growth.

Phone numbers and email addresses may be used within the Plumtree system to generate automated reminders relating to driving sessions, bookings, cancellations, logbook requirements, or other program related activities. Contact details will not be used by the Department of State Growth for unrelated communication, marketing, or promotional purposes.

Personally identifiable information, including names, addresses, phone numbers, email addresses, and licence numbers, will not be disclosed to third parties without your consent unless required or authorised by law.

Where information is used for research, reporting, evaluation, policy development, or planning purposes, it will be de-identified and/or aggregated wherever possible to protect participant privacy.

Privacy and Confidentiality

The Department of State Growth and participating LDMP providers are committed to protecting participant privacy and handling information responsibly and securely in accordance with:

- the Personal Information Protection Act 2004 (Tas)
- the Privacy Act 1988 (Cth), where applicable
- relevant LDMP Privacy and Confidentiality Policies and Procedures.

Access to volunteer information will be limited to authorised LDMP coordinators, relevant Departmental officers, approved system administrators, and other authorised persons directly involved in the administration and delivery of the LDMP.

Personal information will be securely stored and protected through password secured systems, restricted user access controls, and secure information management practices. Information will be retained and managed in accordance with legal, audit, record management, and program requirements.

You may request access to, or correction of, your personal information at any time by contacting the Jumpstart Coordinator. If you have questions about how your information is collected, stored, managed, or used, please contact the Jumpstart Coordinator or the Department of State Growth.

Volunteer Consent

By signing this form, you acknowledge that:

- you understand why your information is being collected
- you consent to your information being stored within the Plumfleet Plumtree system for LDMP purposes
- you understand how your information may be used and protected
- you understand that de-identified data may be used for reporting, research and planning purposes
- you may request access to or correction of your personal information at any time.

Declaration

☐ I confirm that the information provided is true and correct to the best of my knowledge.

☐ I consent to the Jumpstart Coordinator contacting my referees.

☐ I understand that I must hold a valid RWVP and a satisfactory National Police Check, and complete the Jumpstart Volunteer Supervisor Driver Training, before mentoring.

☐ I have read and understood the Privacy and Consent statement and agree to my information being collected, stored, and used as outlined.

☐ I understand that de-identified information may be used for reporting, research, evaluation, planning, and program improvement purposes.

☐ I agree to be contacted in future regarding program feedback, evaluation activities, or participant surveys. (optional)

Volunteer Signature: _____

Date: _____ / _____ / _____