Franklin Academy
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Job Title: Part-Time Student Transportation Driver
Reporting Line: Dean of Students
Position Type: Part-Time
Location: In-Person

School Profile

Franklin Academy is a mission-driven, college-preparatory boarding and day school serving neurodivergent students in grades 8–12 and postgraduates through an intentionally designed, skill-based educational approach. Our bright, capable, and creative students thrive in a fully immersive learning community, most of whom live on campus, where interdisciplinary academics, explicit instruction in executive functioning and self-advocacy, and a deep commitment to belonging prepare them for college and life. As Franklin approaches its 25th year, the school continues to thoughtfully evolve while honoring its relational foundation and real-world focus. The strength of Franklin lies in its people, educators, residential professionals, clinicians, and staff united by purpose-driven work and long tenures. Located on a scenic 75-acre campus along Connecticut's Connecticut River in East Haddam, adjacent to the 700-acre Chapman Pond Preserve, Franklin is an active part of the local community with convenient access to Hartford, New Haven, New York City, and Boston.

Position Overview

Franklin Academy seeks a dependable and flexible Part-Time Driver to support our school community by ensuring safe, reliable transportation for students. This position plays a critical role in enhancing the student experience by facilitating access to medical appointments, extracurricular activities, and athletic events, while upholding our commitment to safety, care, and support for neurodivergent students. The Part-Time Driver will be responsible for transporting students and associated staff member to and from various destinations, including medical and personal appointments, school-sponsored activities, and sporting events. The ideal candidate will combine safe driving skills with patience, professionalism, and the ability to interact respectfully with students.

Duties & Responsibilities

- Safely transport students to and from medical and personal appointments, school-sponsored activities, and sporting events in the local area.
- Maintain a clean and safe vehicle environment.
- Adhere to all traffic laws, school policies, and student safety protocols.
- Assist students entering and exiting the vehicle as needed.
- Maintain accurate trip logs and mileage records.
- Communicate promptly with the appropriate school staff about schedule changes, delays, or issues.

Qualifications & Experience

Required

- Valid Connecticut driver's license.
- Connecticut Class D driver's license with "A" endorsement or the ability to obtain one within 3 months of hire.
- Clean driving record and ability to pass a comprehensive background check.
- Ability to work weekends; flexibility for occasional additional hours.

- Strong interpersonal skills and the ability to interact respectfully and professionally with students.

Preferred

- Experience working with adolescents, particularly neurodivergent students.
- Prior professional driving experience or familiarity with transporting students.
- Current CPR and First Aid certification.

Schedule & Work Arrangement

This is a part-time position with an anticipated start date at the earliest mutually agreeable time.

- Compensation is $22.50/hour

How to Apply

Interested candidates should submit the following materials:

- A current résumé.
- Contact information for three professional references.

Application materials should be submitted electronically to **hr@fa-ct.org**. Applications will be reviewed on a rolling basis until the position is filled.

Franklin Academy is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. We do not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, disability, veteran status, or any other protected characteristic under applicable law.