BC CHRISTIAN ACADEMY

CHRIST | COMMUNITY | COMPASSION

October 2026

B.C. Christian Academy is a Pre-K to Grade 12 independent Christian School of 575 students, and a Kids Club (Daycare centre) of 300 students in the Tri-Cities, B.C, Canada. We are passionate about equipping students to impact the world for Jesus Christ. Our motto, the 4 "C"s – Christ, Compassion, Community and Courage are key values that make BCCA unique and what guides us in pursuing our vision.

We are urgently seeking a responsible, safety-minded, and dependable **Part-Time School Bus Driver** to join our team. In this vital role, you will ensure the safe and timely transportation of students to and from school, field trips, and other school-related activities.
As the first and last point of contact in a student's school day, our bus drivers play a crucial role in creating a positive, secure, and welcoming environment. You are not just driving a route—you are providing a reliable service that supports student success and peace of mind for families.

Key Responsibilities:

- Safely operate a school bus on assigned routes and schedules
- Ensure the safety and well-being of all students during transport
- Conduct pre-trip and post-trip vehicle inspections
- Maintain order and enforce school bus safety rules
- Communicate professionally with students, parents, and school staff
- Respond calmly and appropriately to emergencies or unexpected situations

Qualifications:

- Valid BC Class 2 driver's license preferred; candidates with a Class 4 license will also be considered. Willingness to upgrade to Class 2 is required for school bus driving duties.
- Clean driving record
- Ability to pass background checks and drug screenings
- Strong sense of responsibility, punctuality, and care for children
- Previous experience preferred but not required—training available
- First Aid Level 1 certification (necessary, but if you do not have, you can join the sessions arranged by the school)

Desirable Attributes

- Commitment to a Christian worldview and the mission of the school.
- **Reliable and Safety-Focused** – Always punctual and committed to student safety.
- **Calm and Professional** – Handles challenges and student behavior with patience and composure.
- **Good Communicator** – Communicates clearly with students, parents, and school staff.

bcchristianacademy.ca | office@bccaschool.ca
Elementary School Campus | 1019 Fernwood Ave. Port Coquitlam BC V3B 5A8 | 604.941.8426 **Middle School Campus** | 2329 Fremont Connector Port Coquitlam V3B 0M3 | 778.819.6620 **High School Campus** | 3000 Christmas Way Coquitlam BC V3C 2M2 | 778.819.8534

Work Schedule:

Part-time : Required to work on the afternoon shift. Approximate hours are M-Th: 2:30-5:15 pm; Fri: 12:15-3:00 pm Some flexibility may be required for special events or extra curricular activities. Schedule subject to change based on operational needs.

We offer:

- A collaborative and rewarding work environment.
- A culture that supports safety, innovation, learning, diversity, and teamwork.
- Salary Range - $22.91 to $26.75 per hour (Your actual pay will be based on your skills and experience)

How to Apply

Eligible applicants should submit a complete application package electronically by following the application link below and attaching all relevant documents within the application.
https://www.bcchristianacademy.ca/about/careers/general-careers-application/

The application package must include:

- Cover letter and résumé detailing relevant experience
- Three professional references, including a pastoral reference (name and contact information)
- Personal Statement of Faith in Jesus Christ and Philosophy of Christian Education

While we sincerely appreciate all applications, only candidates selected for an interview will be contacted. All applications will be treated as confidential. All applicants will receive an automated email acknowledging receipt of their application.

Enquiries only: If you have questions about this position, please contact **ask_hr@bccaschool.ca**.
Applications must be submitted through the designated application link.
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