

Life EMS Ambulance Director of Education Centre

Reports To: Vice President of Resource Performance

Location: Office

Pay Scale: Director I, Salaried/Exempt

SUMMARY:

Responsible for developing and maintaining quality education/training programs that advance Life EMS's commitment to high quality service through internal and community education.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develop and maintain corporate and community education programs.
- Ensures the development of and access to effective continuing education programs relating to clinical performance indicators
- Provide input on company-wide orientation programs and clinical advancement criteria including associate advancement evaluation process
- Participate in associate recruitment activities including applicant clinical skills and evaluation programs
- Reports on company-wide and community education programs including CPR, MFR, EMT and Paramedic programs, activities and budgets
- Reports on all clinical quality assurance related education programs to ensure compliance with Life E.M.S. accreditation and local medical control standards.
- Ensure high quality, cost effective, budget compliant educational offerings.
- Oversee the performance of the Education Coordinators, Education Instructors and any associates assisting the Education Department with classes, etc.
- Ensure daily customer happiness
- Other roles and responsibilities as prescribed by the Vice President of Resource Performance

QUALIFICATIONS/SKILLS & KNOWLEDGE REQUIREMENTS:

- Bachelor's degree required
- Must maintain a current paramedic license issued by the state of Michigan and meet local medical control authorization requirements
- Must maintain a Paramedic Instructor/Coordinator license issued by the State of Michigan
- Must pass all Life EMS pre-employment requirements as outlined on the Conditional Offer of Employment
- Must have outstanding verbal and written communication skills that demonstrate the ability to train others
- Must maintain a valid driver's license and a good driving record
- Must demonstrate positive, respectful behavior in dealing with people at all levels
- Must be interviewed by the Vice President of Resource Performance and the Vice President of Associate Services
- Previous supervisory experience preferred, in addition to paramedic training or equivalent EMS work experience
- Manager experience with leadership abilities and be an agent for change preferred.

PHYSICAL DEMANDS: While performing the duties of this job, the associate is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The associate must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.