



Coordinator, EMS Academy Opportunity

York Hospital Medics Unit

About the Position

Directs and supervises all aspects of the WellSpan EMS Academy to include strategic planning, fiscal management, personnel management and student instruction. Performs outreach functions, participates in EMS-related research and supports the Medic 97 advanced life support program.

The qualified candidate will be responsible for carrying out the following duties:

- Coordinates the activities of the EMS Academy, an accredited pre-hospital emergency medical services training institute operating through York Hospital, the purpose of which is to develop and assess the key competencies necessary to perform emergency medical services according to state protocols.
- Identifies the basic competencies essential to quality performance in the field setting and designs and implements training modules and evaluation tools to develop and assess them. Works with the instructors to maintain, monitor and evaluate clinical and field aspects of the training program (e.g., clinical field sites, relationships and contracts with clinical/field representatives and preceptors).
- Develops class schedules, selects instructors, develops training materials and coordinates all testing and evaluations.
- Recruits and enrolls students for the Academy programs, including reviewing applications, conducting interviews and making acceptance/denial decisions.
- Supervises new Academy employees and continues to assess performance upon initial assignment of the employee to act independently as an instructor.
- Develops, implements and maintains a process(es) to evaluate the effectiveness of individual program components, using research to determine their effect on field performance. Continually evaluates, re-designs and redevelops the Academy curriculum.
- Manages the marketing and public relations aspects of the EMS Academy and incorporated programs.
- Supports and enforces the EMS Academy Quality Assurance/Performance Improvement Program.
- Serves as an instructor, as necessary.

Qualifications

- Clarity and discipline in communication skills - written and verbal
- Certification as Emergency Medical Technician-Basic (Paramedic or Health Professional preferred)
- Certification as Emergency Medical Technician-Instructor (Pennsylvania)
- Knowledge of current concepts, techniques, trends in Emergency Medical Services Education
- Skill in utilizing conventional computer software applications to include word processing, database, spreadsheets, E-mail, presentations, as well as general skill in operating a computer
- Ability to instruct, both in individual and group forums

- Facilitate meetings that accomplish pre-stated objectives; to conceptually design and implement a program schedule based on research of individual and system needs
- Associate's Degree in a business, health or education-related field (Bachelor's Degree preferred)

WellSpan Health

WellSpan Health is a not-for-profit, community based health care system serving more than 650,000 people in south central Pennsylvania and northern Maryland. York Hospital, a 570+ bed community teaching hospital, and Gettysburg Hospital, a 76-bed acute-care facility, are the cornerstones of the health system. The organization has received significant, national recognition, including being named a "Top 100 Integrated Health Network" by Verispan, being one of the "Top 25 Connected Healthcare Facilities" by Health Imaging and IT and York Hospital has been named a "Top 100 Hospital" by Solucient seven times. WellSpan Health is an integrated health system with more than 60 care sites, 8,000 employees and seven residency programs.

The Community

WellSpan Health facilities are located in York and Adams counties, which offer an ideal living environment to match the quality of work-life balance you're seeking. York boasts abundant outdoor and cultural activities, including restaurants, theatre, golf courses, hiking trails and water sports. The community is only one hour from the Baltimore/DC metro area and about two hours from Philadelphia.

If you value a strong sense of community, the more palatable pace of a smaller city, and the convenience of a workplace close to home, you'll realize the advantages of considering WellSpan Health as part of your future.

Required Skills

Knowledge of current concepts, techniques, trends in Emergency Medical Services Education

Skill in utilizing conventional computer software applications to include word processing, database, spreadsheets, E-mail, presentations, as well as general skill in operating a computer

Required Experience

3-5 years to include a minimum of 2 years EMS teaching experience

Job Location

York, PA, US.

Position Type

Full-Time/Regular

Schedule

Days/Evenings

Additional Scheduling Info

80 hours every two weeks.

Additional Requirements

N/A

Apply Online at www.wellspan.org