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Position Posting

Mercy Flight Inc is seeking applicants for the position of **Paramedic Crew Chief-Mercy Flight EMS**

Employment Classification: Full Time-Hourly
Reports to: Assistant Operations Manager
Direct Reports: Assigned Medical Personnel
Home Base: Mercy Flight EMS-Town of Niagara
Travel: Primarily regional (8 counties of WNY); occasional out of region/state

Interested candidates should forward a resume and letter of intent to James Wallace, Director of Human Resources, via either email at jwallace@mercyflight.org , or via the US mail to: 100 Amherst Villa Road, Buffalo, NY 14225 by **January 11, 2019**.

The position prerequisites and essential duties and responsibilities are listed below. Should you have any questions please feel free to contact James Wallace at 716-626-5808 x-1310.

Paramedic Crew Chief-Mercy Flight EMS

Position Overview: The Mercy Flight EMS Paramedic Crew Chief will be responsible to uphold and maintain all of the duties as outlined in the “**NY State Functional Position Description EMT-Paramedic**” at all times. The Paramedic Crew Chief must be knowledgeable of all of these requirements and able to fulfill the requirements. He/she must set an excellent example of being “Mission Ready” at all times.

Position Prerequisites:

- Three years experience as a Paramedic
- Current certification as a New York State Emergency Medical Technician –Paramedic
- Three years current experience in pre-hospital emergency response
- Must possess current certification in BLS-CPR, ACLS, PALS and ITLS (or PHTLS)
- Management / supervisory experience preferred
- Marketing and/or public relations experience desired

Essential Duties and Responsibilities:

- Supervision of their assigned employees and other Mercy EMS employees during assigned duty shifts.
- Completes administrative work, which will include, but not limited to monitoring work schedules and performing employee performance evaluations.
- Responsible for ensuring that work areas and any common areas are kept clean and orderly.
- Performs follow up and recommends disciplinary action related to employee performance.
- Works with the Paramedic Crew Chief group to ensure employee compliance related to established company requirements and standards.

- Assists with education and training of employees as necessary. This may include initial hire training, recurrent training and remediation.
- Performs additional duties as assigned.

Position Requirements:

- Ability to maintain a flexible work schedule.
- Ability to communicate effectively verbally and in writing.
- Comply with all policies and regulations as outlined in NYS DOH Article 30 and Mercy Flight Inc Policy and Procedures/Medical Operations manuals.
- Must be “Mission Ready” at all times
- Be a positive, well-respected ambassador for Mercy Flight EMS throughout professional and private life
- Positive attitude
- Flexible / adaptable
- Responsible
- Organized
- Ability to perform multiple tasks simultaneously
- Able to use good judgment and perform duties in stressful environment.
- Ability to establish and maintain positive interpersonal communications.
- Promote safe operations
- Professional manner
- Willingness to travel
- Proficient in use of technology including but not limited to Microsoft Office
- Capable of working as a member of a team with little or no supervision
- Patient advocate