



Position Posting

Mercy Flight Inc is seeking applicants for the position of Clinical Base Manager for its Batavia Air Base

Employment Classification: Full Time-Salaried/Exempt
Reports to: Chief Flight Paramedic/Chief Flight Nurse
Direct Reports: Assigned Clinical Flight Crew

Interested candidates should forward a resume and letter of intent to James Wallace, Director of Human Resources via e-mail JWallace@mercyflight.org or via US Mail to: 100 Amherst Villa Rd, Buffalo, NY 14225

Deadline: Close of business (5PM) Friday – February 21, 2020

Position Overview: The Clinical Base Manager will be responsible to uphold and maintain the mission and vision of Mercy Flight Inc. outlined in the Medical Operations Manual and General Operations Manual at all times. The Clinical Base Manager must be clinically proficient, administratively competent and of strong positive moral and ethical character. He/she must at all times set an excellent example of being professional and “Mission Ready”.

Position Prerequisites:

1. Minimum 1 year Air Medical Experience as Flight Nurse or Flight Paramedic.
2. Minimum 5 years experience as a Paramedic or Registered Nurse.
3. Minimum of Associates Degree in healthcare related field preferred.
4. Current active status as NYS Paramedic or Registered Nurse.
5. Favorable recommendations.
6. Current Certification as FP-C, CCP-C, CCRN, or CFRN
7. Current in all required Clinical Flight Crew certifications (CPR, ACLS, PALS, NRP, ITLS)
8. Management experience preferred

Essential Duties & Responsibilities: (full details are contained in the position profile)

1. Maintains all requirements and functions as a full time Clinical Flight Crew member.
2. Responsible for setting and maintaining the Clinical Flight Crew schedule for their assigned base.
3. Supervision of all Clinical Flight Crew assigned to the base.
4. Documents employee performance evaluations and initiates coaching/remediation as needed.
5. Participates in the Flight Crew candidate interview process.
6. Makes recommendations for safety improvement, quality improvement, job satisfaction and service improvement.
7. Maintains knowledge of CAMTS and NAAMTA standards.
8. Develops base budget
9. Works with business development team as needed
10. Assists with fund raising events as able.
11. Possesses in-depth knowledge of Article 30 Part 800 and DOH Policy Statements.
12. Attends all management, staff, development, planning, and other meetings as requested.
13. Builds/maintains relationships with customers and community members in order to promote the Mercy Flight Mission.
14. Performs any additional duties as assigned.