

Class Concept

Work in this class involves assisting the EMS Assistant Chief in directing the regional activities throughout the State. Position is responsible for all field operations for one of the Office of Emergency Medical Services' regional offices. Work includes coordinating the development of regional EMS Systems; direct line supervision and responsibility for the activities of EMS Program Specialist assigned to the region; monitoring emergency service activities to ensure compliance and consistency; and coordinating consultative services to provide response to needs of emergency medical services providers and local government. Work is performed under the general direction of the EMS Assistant Chief and is evaluated on the basis of program success and public reaction to the program. Position identifies program needs within the North Carolina's regional jurisdiction; meets with representatives of local government and emergency medical service providers to detail needs and determine priorities. Interprets and promotes Emergency Medical Services for Program Specialists, local governments, providers, and interested organizations, agencies, and individuals. Through frequent field exercises, position must evaluate and assess programs and make recommendations to ensure consistency and compliance. Assists EMS Assistant Chief in evaluating job performance of Program Specialists and in recruiting personnel for Specialists positions. Prepares periodic reports on EMS progress in the assigned region.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge and understanding of emergency medical services programs and organizations.
- Considerable knowledge of federal assistance programs.
- Considerable knowledge of economic, social, and health needs of the region.
- Ability to plan, coordinate, and when necessary, direct a region-wide development program;
- Ability to analyze situations accurately and to adopt an effective course of action;
- Ability to coordinate the work of a central office staff and regional staff of Program Specialists;
- Ability to express ideas clearly and concisely, orally and in writing, and to speak effectively before a variety of groups.

Minimum Education and Experience

Bachelor's degree in nursing, business administration, public administration, health care treatment, industrial management or technology, or any related field from an appropriately accredited institution and three years of experience in training or health related field, or administrative management, preferably in emergency medical services; or

High school or General Education Development (GED) diploma and seven years of experience in training or administrative management or health related field, three of which must be in direct provision of emergency medical services; or an equivalent combination of education and experience.

Necessary Special Qualifications

Special Requirement must be EMT-Paramedic certified.