

Job Title: EMS Program Lead/Adjunct

Reports to: Program Coordinator

Last Revision: May 8, 2018

Class Times: Aug-May; afternoon and evening hours

Pay: 27.11/hr

Job Summary/Skills

- This position oversees the student, personnel, and budgetary needs of the EMT and AEMT programs.
- The EMS Program Lead/Adjunct is also responsible for planning, creating, and implementing instruction to deliver quality programs.
- The EMS Program Lead/Adjunct will also monitor students' progress throughout the program by entering required data for the school and BEMS.
- Through outreach, the EMS Program Lead/Adjunct will collaborate with area employers to ensure training and hiring needs are met.
- Must be able to provide instruction in both the EMT and AEMT programs
- Must be a self-starter and have exceptional organizational skills

Required Credentials:

- Current UT BEMS Course Coordinator
- Current UT AEMT License
- Current AHA BLS Instructor

Preferred Credentials:

- Current UT Paramedic License
- Current ACLS Instructor
- Current PALS Instructor
- At least two years' experience in all aspects of education and curriculum development or a combination of education, training, and experience in given area. Proven supervisory experience and exceptional communication skills.

DISCLAIMER:

The above statements are intended to describe the general nature and level of work being performed by employee being assigned to this classification; they are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.