

## Catawba County Emergency Medical Services

### EMT – Paramedic / Field Training Officer

#### General Statement of Duties

Assists with the training and evaluation of employees and students, as well as performing all of the skills and duties of an Emergency Medical Technician – Paramedic.

#### Distinguished Features of the Position

An employee in this position will work closely with the Chief Trainer to provide standard training and evaluations for employees and students. The Field Training Officer will also assist with Quality Assurance by reviewing Patient Care Reports. This employee will assist the Chief Trainer as necessary. The Field Training Officer will assist the Management Team in conducting interviews for potential employees as necessary. Work is performed under the general supervision of both the Crew Chief for operations and the Chief Trainer for training. The Field Training Officer is evaluated by the employees' ability to perform effectively.

#### Illustrative Examples of Work

1. Train and evaluate employees and students who are upgrading their current certification.
2. Assist with continuing education classes.
3. Teach in New Employee Orientation classes.
4. Identify clinical area deficiencies with current personnel and assist with developing modalities to facilitate improvement.
5. Assist the Chief Trainers with monthly skill evaluations as needed.
6. Attend and participate in Training Committee Meetings.
7. Assist the Training Officer, Chief Trainer, EMS Manager, Medical Director, and Education Medical Advisor in conducting oral boards for employees of Catawba County EMS, as well as for other agencies in the Catawba County Model EMS System.
8. Assist the Management Team in conducting interviews for potential employees as necessary.
9. Assist with reviews of Patient Care Reports.
10. Cooperate with other agencies as needed.
11. Perform related work as required by the position.

#### Knowledge, Skills, and Abilities

1. Meets all job requirements of Emergency Medical Technician - Paramedic with Catawba County Emergency Medical Services.
2. Considerable knowledge of the Catawba County Personnel Code, Catawba County Emergency Medical Services Standard Operating Guidelines, Catawba County Emergency Medical Services Field Treatment Protocols, and the Catawba County Emergency Medical Services Continuing Education Program Guidelines.
3. Considerable knowledge of the geography of Catawba County.
4. Ability to educate, evaluate, and remediate employees and students.
5. Ability to establish and maintain effective working relationships with peers.

## **Catawba County Emergency Medical Services**

### **Desirable Training and Experience**

1. The employee must maintain certification as an Emergency Medical Technician – Paramedic in the State of North Carolina.
2. The employee must have at least three (3) years of full time field experience as an Emergency Medical Technician – Paramedic with at least one (1) year of full time experience with Catawba County Emergency Medical Service.
3. The employee shall be an individual that is highly motivated and very competent in his/her skills. He/She must excel in patient care as indicated by patient care documentation from Patient Care Reports and by direct observation of the Training Officer and/or Chief Trainer.
4. The employee must possess a valid NC driver's license.