

## **Staff Report**

**Subject:** Approval and publication of a new Emergency Medical Services (EMS) job description.

**Author:** Sarah Mausolf, Director

**Department:** Human Resources and Risk Management

**Meeting Date:** June 20, 2023.

**Item Description:** Approval and publication of a new Emergency Medical Services (EMS) job description.

**Summary Recommendation:**

Staff requests authorization to approve and publish a new Emergency Medical Services (EMS) job description.

### **Executive Summary/Background**

*The Field Training Officer* position is responsible for the supervision of medical staff operating on a designated shift. The position is also responsible for administering appropriate pre-hospital emergency medical treatment to the ill and injured. Must be able to multi-task several complex projects simultaneously while managing administrative functions that support day-to-day operations. No increase to headcount; this would be a promotion for current Paramedics to allow each shift to support the Shift Supervisor and EMS Director as an Assistant Shift Supervisor.

### **Alternatives for Commission to Consider**

1. Approve the job description; authorize publication and distribution.
2. Disapprove the job description and provide guidance to staff.

**Recommended Alternative:** Staff recommends Alternative 1.

**Other Alternatives:** None.

**Department Review:** County Manager, Emergency Medical Services, and Human Resources.

**Funding Source:** There is no impact on the current FY budget as vacancy savings exist. Position requested and approved for FY 24 Budget.

**Attachment:** Field Training Officer Job Description