



The Oldest City in Minnesota

VOLUNTEER

POSITION TITLE: EMERGENCY MEDICAL RESPONDER – VOLUNTEER/PAID ON-CALL
DEPARTMENT: AMBULANCE
SUPERVISOR: DESIGNATED LEADERSHIP
POSITION TYPE: VOLUNTEER/PAID ON-CALL

OVERVIEW OF POSITION:

The Emergency Medical Responder – (EMR) serves as a member of the primary care EMS (emergency medical services) response team of the ambulance service. The EMR provides immediate lifesaving care for those persons who access the emergency medical services system. Other roles and expectations are to provide medical transport, public outreach and education, equipment checks and maintenance, station maintenance and housekeeping, filling call-time, and other related duties as required. While the EMR reports to the Designated Leadership, the EMR is expected to work with minimal direct supervision. This is a volunteer/paid on-call position. A minimum of 24 hours per month of call time is required.

HOURS: FLEXIBLE

ESSENTIAL JOB FUNCTIONS:

Patient Care Activities:

To assist in assessing a patient's medical and/or trauma care needs, administer lifesaving care per education and training level, and provide transportation in the prehospital 911 and interfacility environment. This will be done as outlined in Wabasha Ambulance Service's standard operating guidelines and procedures, employee handbook and organizational policy and procedures.

Leadership

Provide direction and assistance to any crew member or public safety personnel as needed. Additional duties as assigned by personnel on site and through daily correspondence. Represent Wabasha Ambulance Service in a professional manner at all times.

Safety

Conduct all operational and administrative activities while maintaining a safe working environment.

Assigned tasks

The list below includes examples and may not be all inclusive

1. Provide and/or assist in community education training and public relations.
3. Provide and/or assist in quality improvement input to continuously improve key processes identified.
4. Provide standby coverage at various high-risk activities in Wabasha Ambulance's Primary Services Area (PSA).
5. Perform other duties and functions as assigned by Wabasha Ambulance Service Leadership team
6. Assists other departments as needed.

7. Attends all mandatory continuing education and required safety training programs.
8. Inspect, clean, and maintain EMR equipment and report any defective or damaged equipment immediately

ESSENTIAL PHYSICAL DEMANDS, PHYSICAL ENVIRONMENT, AND MENTAL DEMANDS OF THE JOB:

Physical Demands

Sustained physical effort, standing, sitting, stooping, squatting, kneeling, lifting, pushing, pulling and climbing.

Physical Environment

Working conditions include being indoors or outdoors anytime of the day and in any kind of weather with frequent exposure to disagreeable elements and danger and noise. The setting may be in bright daylight, indoor lighting or no lighting at all. Temperature ranges may include very hot to very cold

Mental Demands

Requires continuous mental effort for decision making, critical thinking, and problem solving in patient care situations. Need to perform at an independent level within parameters of established policies and procedures.

HOURS OF WORK

Must be able to work a variety of hours or shifts as assigned including night, weekend, and holiday shifts. Available for call backs during personnel shortages, including sick calls and high demand situations such as mass casualty incidents. The position is anticipated to be mainly Monday-Friday, with an occasional weekend shift if needed.

QUALIFICATIONS:

Education and Training (Minimum Necessary)

1. High School diploma or equivalent.
2. Current Minnesota EMR certification and/or National EMR certification
3. Complete and maintain EVOC (Emergency Vehicle Operations Course) training certificate or equivalent.
4. Must possess and maintain a valid state driver's license (minimum equivalent to a Minnesota Class "D" driver's license.)
5. Driver's motor vehicle record must meet requirements set forth in Employee Handbook and insurability of auto insurance provider.
6. American Heart Association Basic Life Support

Special Knowledge, Skills, Experience, and Abilities

1. Excellent written and oral communication skills.
2. Ability to work independently with little direct supervision using time management skills.
3. Competency with Microsoft products, Field Bridge/Service Bridge, MNSTAR, and other windows and web-based application.
4. Works well under pressure
5. Excellent customer service skills

Approved By:

Date Last

Reviewed:

2/22/2022