



The Oldest City in Minnesota

## **VOLUNTEER**

**POSITION TITLE:** EMERGENCY MEDICAL TECHNICIAN –(EMT) – PAID ON CALL  
**DEPARTMENT:** AMBULANCE  
**SUPERVISOR:** DESIGNATED LEADERSHIP  
**POSITION TYPE:** VOLUNTEER, PAID ON-CALL

### **OVERVIEW OF POSITION:**

Join a team of dedicated professionals committed to providing high quality emergency medical care in the greater Wabasha area. The Emergency Medical Technician – (EMT) serves as a member of the primary care EMS (emergency medical services) response team of the ambulance service. The EMT provides immediate lifesaving care for those persons who access the emergency medical services system. Other roles and expectations are to provide direct patient care, medical transport, public outreach and education, equipment checks and maintenance, station maintenance and housekeeping, filling call-time, and other related duties as required. **Candidate must be able to work at least 36 hours per month and the hours are flexible but mainly weekends and evenings.**

### **ESSENTIAL JOB FUNCTIONS:**

#### **Patient Care Activities:**

To provide high quality, efficient, and immediate patient care in the prehospital 911 and interfacility environment to the critically ill and injured. This will be done as outlined in Wabasha Ambulance'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 assigned by personnel on site and through daily correspondence.

1. Leadership skills: Communication and observational skills
2. Critical thinking skills, deductive and inductive reasoning abilities.
3. Empathy, interpersonal communication skills, and team-player skills.
4. Self-motivation, flexibility, and ability to cope with situations that are stressful.
5. Organization skills
6. Ability to work autonomously and with other persons as well as agencies.
7. Represent Wabasha Ambulance Service in a professional manner at all times.

#### **Safety**

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

#### **Equipment / Vehicle Readiness**

Conduct readiness checks of all equipment and vehicles, inventory / ordering of supplies and other related tasks.

## **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. Prompt and regular attendance at work.

## **ESSENTIAL PHYSICAL DEMANDS, PHYSICAL ENVIRONMENT, AND MENTAL DEMANDS OF THEJOB:**

### **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**

The hours are flexible but mainly, weekends, holidays, and evenings. A minimum of 36 hours per month is required.

### **QUALIFICATIONS:**

#### **Education and Training (Minimum Necessary)**

1. High School diploma or equivalent.
2. Current Minnesota State EMT certification and/or National Registry EMT or AEMT 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
6. Minimum of six months EMT experience in an ALS or BLS service (preferred)
7. AHA BLS Instructor (Preferred)
8. ITLS or equivalent (Preferred)
9. PEPP or equivalent (Preferred)

*Disclaimer*

The information provided in this description has been designed to indicate the general nature and level of work performed by incumbents within this job. It is not designed to be interpreted, as a comprehensive inventory of all duties, responsibilities, qualifications and working conditions required of employees, assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.

Approved By: Caroline Gregerson

Date Last

Reviewed:

2/22/2022