



**Date: March 20, 2024**

### **Permanent Superintendent, Lanark County Paramedic Service**

***Lanark County Paramedic Service (operated by Almonte General Hospital) is the sole provider of paramedic services within the County of Lanark, providing 24-hour pre-hospital ALS-BLS emergency and non-emergency care and transportation to and between hospitals for individuals experiencing injury or illness.***

Reporting to the Commander of Operations (or designate) for Lanark County Paramedic Service, the Superintendent will be responsible for overseeing the daily/shift operations to ensure that a high level of emergency services is provided to the public. The Superintendent will assist and provide support with continuing staff education, fleet & logistics and will assist on-duty staff when required.

#### Key Job Requirements

- Will work cooperatively with all staff to promote a positive work environment to ensure operational effectiveness (vehicles, equipment and staff) is maintained at all times;
- Demonstrates effective problem solving and decision-making skills to ensure excellence in land ambulance services and patient care;
- Provides over-sight of paramedics to ensure regulatory and service responsibilities are maintained;
- Provides technical and administrative support to all staff including paramedics;
- Assists the Chief, Deputy Chief and Commanders of LCPS with reports, submissions and/or presentations to both Almonte General Hospital and Lanark County Council if required;
- Performs quality assurance, education and training responsibilities for the service as required;
- Performs patient care responsibilities as first response when required;
- Will identify strategies to meet future vehicle and equipment needs;
- Promotes good public/community relations by establishing and maintaining co-operative working relationships with allied agencies such as police, fire depts., dispatch centers and area hospitals etc;
- Must be competent within the meaning of The Ambulance Act, the Occupational Health & Safety Act, land ambulance legislation, patient-care and ambulance standards, as well as other legislation, regulations, policies and procedures applicable to Ontario paramedic services.

#### Education/Experience and Skills/Minimum Requirements

- Strong knowledge of labour relations and strong leadership and interpersonal skills to direct, motivate, and counsel staff in situations faced by paramedic service employees;
- Comprehensive knowledge of Paramedic services, normally acquired through the attainment of a Community College Diploma in Paramedicine or a University Degree in a related discipline, combined with 5 years paramedic experience;
- Meet qualifications set out in The Ambulance Act, and current certification as either an Advanced Care or Primary Care Paramedic with certification under the Regional Paramedic Program of Eastern Ontario base hospital program or ability to obtain certification;
- Knowledge of vehicle mechanical systems both OEM and other systems specific to the ambulance sector;
- Demonstrated above average mechanical skill sets/certifications that will allow for the minor repair and maintenance of all company vehicles and equipment;
- Knowledge of fleet and maintenance programs;

- Experience and/or formal education or training in adult education, with a particular emphasis on paramedic/medical training (preferred);
- Experience in/or formal education in quality assurance/improvement programs;
- Experience as a paramedic student preceptor;
- Designation as a “Certified Member” under the OHSA with knowledge of all applicable health and safety regulations (preferred);
- Experience in the leadership and/or supervision of staff and the administration of employment policies and collective agreements or relevant experience;
- Intermediate level knowledge in Microsoft Office Suite programs and other computer programs– must be able to demonstrate proficiency with programs;
- Working knowledge of e-learning platforms, MoH ADRS program, ePCR programs at the supervisory
- Possess a valid CPR Instructor license (preferred);
- Possess a valid “Class F” Ontario driver’s license;
- Satisfactory criminal reference/vulnerable sector check required.
- Must be fully vaccinated against COVID-19.

Details:

Start Date: June 2024 (approximate)

Location: Smiths Falls

Permanent full-time position: Rotation including days, nights, and weekends with the possibility of on-call responsibilities.

Compensation: \$47.96/hour

We thank all applicants for their interest, however, only those selected for an interview will be notified.

Qualified candidates are invited to submit their resumes and cover letter, indicating which position(s) they are applying for by

**April 12, 2024 at 16:00**, to:

**Tristan Layer, Commander of Operations - Lanark County Paramedic Service**

[tlayer@lcps.care](mailto:tlayer@lcps.care)