



North Hays County
Emergency Services District #1
P.O. Box 1604, Dripping Springs, TX. 78620



**North Hays County ESD1
North Hays EMS
Battalion Chief, Education**

FLSA Status:

Exempt

Description:

- Plans, directs, and reviews all aspects of the North Hays County EMS training and education. Manages clinical complaints, the department QA/QI process and assists with data analysis for the purposes of strategic planning. Works directly with the Medical Director to ensure compliance with Clinical Operating Guidelines and to develop and implement educational plans. This is a salaried position on a standard 40-hour workweek.

Supervision received and exercised:

- Receives direction from the ESD 1 Chief and Deputy Chief.
- Exercises direct and indirect supervision over training staff and employees under an educational plan.

Examples of Duties:

Essential duties may include, but are not limited to the following:

- This employee will perform administrative and supervisory level work, guiding decisions and actions on a daily basis. This employee serves as a role model and resource for employees while fostering and promoting servant leadership within the organization.
- Supervise, coordinate and deliver the education, training, and quality processes for North Hays County EMS and its associated First Responder Organizations.
- This position oversees the department's online learning management system, offering classes and ensuring completion. This position also oversees the Field Training and Evaluation Program including managing the new employee orientation process & hiring process including both recruit and promotional recruiting and examination processes, including developing written tactical exercises, validation of physical ability testing, and interviewing candidates.
- Maintain training records of medical providers
- Maintain continuing education requirements for recertification with the Texas Department of State Health Services
- Along with the Medical Director, the Battalion Chief, Education evaluates and incorporates new treatments and technology into clinical practice. This position also manages the Quality Assurance/Performance Improvement process along with the Deputy Chief & Chief. This position may also perform duties as Operations Battalion Chief as needed and perform related duties as assigned.
- Coordinate and instruct community education classes including but not limited to CPR and Stop the Bleed
- This position may, at the direction of the Chief, assist with data analysis for strategic planning purposes.



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QUALIFICATIONS

The qualifications of the EMS Battalion Chief, Education are set by the ESD 1 Board of Directors.

- **Experience and Training Guidelines**
- Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:
 - Experience
 - 10 years of career EMS experience with an EMS department, including officer-level command and supervisory experience; administrative experience including data analysis, experience in developing and implementing educational plans, and experience instructing personnel.
 - Education
 - Equivalent to the completion of the twelfth grade supplemented by specialized training in EMS administration, incident command and leadership.
 - OR-
 - College degree, preferably with course work related to emergency medical services administration, business administration, or public administration.
- **Required License or Certificate**
 - Possession of an appropriate valid Texas driver's license.
 - Possession of certification or licensure of EMT-Paramedic by the Texas Department of State Health Services.
 - Possession of certification of EMS Instructor by the Texas Department of State Health Services.
 - Possession of ACLS certification (within 6 months of employment)
 - Possession of PHTLS or BTLS certification (within 6 months of employment)
 - Possession of PALS certification or equivalent (within 6 months of employment)
 - Possession of instructor certifications in ACLS, PHTLS or BTLS, and PALS as well as Stop the Bleed. (within one year of employment)
 - Other medical certifications as required by North Hays County EMS
- **Other qualifications**
 - Requires acceptable verbal and written communication skills
 - Acceptable driving record.
 - Clean criminal background check
 - Must not appear on CMS Exclusion List.
 - Must not appear on any registered sex offender list