

June 15, 2010

POSITION AVAILABLE

- POSITION TITLE: ***EMS Coordinator***
- DEPARTMENT: Saginaw Valley Medical Control Authority (SVMCA)
- SUPERVISOR: EMS Manager
- DUTIES: The Emergency Medical Services (EMS) Coordinator assists in performing varied administrative functions in the direction and coordination of programs and procedures for the SVMCA.
- Coordinates and implements initial training for all providers in the SVMCA zone.
 - Functions as the lead liaison for the SVMCA's involvement in disaster planning and implementation.
 - Perform annual agency licensure procedures to ensure compliance with MDCH rules and regulations.
 - Administer Automated External Defibrillator (AED) program.
 - Assists both the Medical Director and EMS Manager periodically in the completion of required tasks.
- QUALIFICATIONS:
- **Education:** High School Diploma required. Associate's Degree desired.
 - **Experience:** At least three years of EMS field experience.
 - **License/Credentials:** Paramedic license in the State of Michigan. Instructor level certification in ACLS, BTLs or PHTLS, BLS/AED. Instructor Coordinator license is highly desirable.
- APPLICATION: Those interested must submit a cover letter and resume to Human Resources, Synergy Medical, 1000 Houghton Ave., Saginaw, MI 48602, fax to 989-583-6906, or email to hr@synergymedical.org.