



Dells-Delton EMS

Daniel D. Hardman – Director of Public Safety

Janene M. Clark – EMS Director

Dells-Delton Emergency Medical Services Wisconsin Dells Area

Announcement

The service is pleased to announce the opening of the position of EMS Deputy Chief, a management level position with direct supervisory responsibilities. The Deputy Chief will be assigned to a division that works a 56- hour work schedule and supervises three to four teams of Paramedics working out of two stations.

Dells-Delton EMS serves the greater Wisconsin Dells and Lake Delton areas. With a combined year-round population of 10,286 and over 4 million visitors annually, it's an exciting place to live, work and explore. Dells-Delton EMS is headquartered on Miller Drive in the Village of Lake Delton with the second station located near downtown Wisconsin Dells.

Dells-Delton EMS staff serve on a variety of special operation teams to include the Rope Rescue, commonly requested for mutual aid assistance at Devil's Lake State Park, and Tactical EMS (TEMS) that provides emergency medical care to Law Enforcement Officers and civilians in austere conditions both locally and in neighboring counties and communities.

Annual Salary will start at \$55,176.58. Not included in the salary range are many overtime opportunities, based on the minimum staffing requirements. Paramedics are represented by their local IAFF union. Administration, which includes this position, are not in the union.

Job Description and General Statement of Duties

Under supervision of the EMS Director, the EMS Deputy Chief is responsible for the supervision of subordinate staff and shift activities and enforces the department's rules, regulations, policies and procedures while recommending any changes to the Director. This position acts as a Crew Chief on an ambulance when part of a crew. EMS Deputy Chief also assists with conducting department training and plays a critical role in the management team of the organization. The Deputy Chief may be assigned special projects by the EMS Director or directly from the Director of Public Safety.

Example of Work Performed

- Supervision of subordinate staff in their assigned duties.
- Scheduling and coordination of shift activities
- Supporting, and enforcing the department's rules, regulations, policies and procedures
- Evaluates performance of subordinate staff
- Reviewing company policies and procedures making recommendations for changes
- Responsible for the care, maintenance and usage of department equipment.
- Preparing reports and maintaining records as required.
- Conducting and supervising training for the department.
- Filing written reports of violations of the department's rules, regulations, policies, and procedures, and referring all official matters to the Director.
- Recommending disciplinary action for violations
- Supervising and assisting inspections, public education programs, and emergency response activities.
- Performing other such duties as may be assigned by the Director.

Qualifications and licensing requirements

1. Must meet the education and qualifications for an entry level Paramedic position and be currently licensed by the State of Wisconsin.
2. Must have completed a minimum 60 college credits including ICS 100, 200, 300, 400, 700 and 800
3. Candidates must have a minimum 3-5 years' experience as a Licensed Paramedic working in a 911-call system environment

Application Process

Resumes must be submitted by **12pm on Monday, September 18, 2017**. Qualified applicants will be required to pass a Written Exam, Oral Paramedic Skills Test and complete a Written Project before moving on to the General Interview Assessment. The Interview Assessment will consist of a panel interview and verbal presentation of the Written Project, along with a Subordinate Counseling Scenario.

Top candidates will proceed to a Background Check and formal interview with the EMS Director and Director of Public Safety.

To Apply:

Send cover letter and resume to:

Director of Public Safety
Attn: DDEMS Job Posting
PO BOX 510
Lake Delton, WI 53940

Or email: nfoesch@lakedeltonpd.org

After resume submission, qualified applicants will be forwarded an application packet that will include directions for completing the Written Project and a timeline of the testing process.

Written exam and skills tests will be conducted on Thursday, Sept. 28, 2017

DELLS-DELTON EMS IS AN EQUAL OPPORTUNITY EMPLOYER