

**MONTGOMERY COUNTY GOVERNMENT
ROCKVILLE, MARYLAND
CLASS SPECIFICATION**

**Code No. 003149
Grade 25**

EMS EDUCATOR

DEFINITION OF CLASS:

This is skilled, non-supervisory instructional work involving development and presentation of Emergency Medical Services (EMS) educational offerings covering both classroom and field practical application associated with fire suppression, rescue and emergency medical services. Personal contacts are focused upon entry level and experienced EMS personnel for training; with associated hospital staff and other EMS professions to discuss instructional methods, procedures and practices, research findings, and lesson plans and instructional aids; supervisory department, to receive and provide information about assigned duties and responsibilities, coordinate scheduling of instructional classes, and discuss new/revised lesson plans and research findings; and representatives of regulatory agencies and training organizations, to coordinate/schedule instructional classes, and confer about new methodology and equipment. The employee is not required to provide direct public service or assistance on a sustained basis.

An employee in this class is responsible for independently planning for and carrying out entry-level, intermediate and advanced emergency medical services training for career and volunteer personnel; provides instruction for and participates in program planning, implementation, and evaluation; establishes Department training objectives and identifies the resources available to achieve the desired outcomes. Without technical supervision, the employee is expected to determine and plan the topics/subjects to be covered, subject matter content, organization of the course, including manner of instruction, and the emphasis to be given selected elements of each course. The guidelines surrounding this class of work are numerous, and usually specific and detailed, e.g., Department policies, procedures and practices, EMS regulations and guidelines, etc. The employee independently develops lesson plans which are reviewed for consistency with training objectives. The work outcome impacts the level of knowledge and skills manifested by the students when they apply the techniques learned in the classroom: if the students have not mastered these skills, this may result in improper procedures conducted on patients that may cause death. The physical demands of this work require an employee to stand and walk for extended periods of time while instructing in the classroom and in the field; run, jump, bend, and climb; periodically carry equipment weighing up to approximately 50 pounds.

EXAMPLES OF DUTIES (Illustrative Only):

- Conducts assessment of instructional needs; plans, implements, coordinates curriculum based on this assessment; evaluates EMS educational program offerings and revises curriculum to maintain state of the art instruction. Develops course syllabi, instructional materials, outcomes measurement and assessment tools to determine students' mastery of content and development of competency-based skills.
- Prepares and delivers EMS instruction; supervises the activities of course participants during instructional time.
- Evaluates learner performance, provides feedback, and develops learner remediation plans.

- Oversees the maintenance and use of classroom resources including equipment, teaching materials, and classrooms.
- Maintains a safe learning environment for students.
- Implements EMS educational program administrative requirements, to include calculation and submission of grades, maintenance of program, course, and student/participant records, and preparation and submission of data and reports.
- Adheres to established County and departmental policies and procedures and relevant quality and safety standards.
- Develops and maintains linkages between the department, EMS accreditation institutions and hospitals located in the County.
- Promotes the EMS training to include student recruiting, and program marketing events.
- May lead, guide, and train staff/student employees, interns, and/or volunteers performing related work; may participate in the recruitment of volunteers, as appropriate to the area of operation.
- Performs related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Thorough knowledge of the delivery of emergency medical services
- Thorough knowledge of adult learning theory and methodologies as well as competency-based education principles and methods as it applies to current EMS curricular content and education standards.
- Thorough knowledge of EMS educational program accreditation processes and standards.
- Understanding of EMS theory, practice, and trends.
- Familiarity with regulations, policies and accreditation standards associated with EMS activities and EMS training requirements.
- Strong interpersonal skills, flexibility, and customer service orientation.
- Skill and ability to communicate effectively, both verbally and in writing.
- Demonstrated teaching and educational facilitation skills and ability to adhere to established standards for educational quality.
- Skill in adapting EMS curricula to reflect State of Maryland requirements, local needs, and national trends.
- Skill in the use of resources – including laboratory and clinical equipment – used by EMT personnel.
- Skill in assessing student performance and progress and to provide appropriate feedback.
- Skill in promoting higher-order thinking and problem-solving among educational participants.
- Familiarity in the use of computer systems and MS Office or similar software.
- Ability to maintain complete, accurate educational records.

MINIMUM QUALIFICATIONS:

Experience: Three (3) years directly related EMS experience plus three (3) years of experience teaching EMS related courses.

Education: Graduation from an accredited college or university with a bachelor's degree, plus successful completion of an EMS Academy-approved EMS instructor course.

Equivalency: None

LICENSE: National Registered EMT- Paramedic and Maryland Paramedic licensure

PROBATIONARY PERIOD:

Individuals appointed to a position in this class will be required to serve a probationary period of six (6) months and, if promoted to a position in this class, will be required to serve a probationary period of six (6) months. Performance will be carefully evaluated during the probationary period. Continuation in this class will be contingent upon successful completion of the probationary period.

MEDICAL EXAM PROTOCOL: Core I Exam with Drug and Alcohol Screen.*

*Successful completion of physical examination, physical agility test and drug screening as required.

Class Established: February, 2017

Revised: June, 2017