

Job Description

Human Resources

Job Title: Lieutenant **Job Code:** 905001 **Job Family:** Public Safety
Pay Grade: ES.16.17 **FLSA:** Non-Exempt **EEO:** Technicians
Department/Agency: Med-Act **Position Number(s):** Multiple
Recommended Position Title(s): Lieutenant

The following Core Competencies apply to everyone and are essential to all County jobs:

- Accountability – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- Communication – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- Customer Focus & Public Relations – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- Initiative – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- Safety – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- Teamwork– Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

Essential Duties:

- Maintains readiness for effective emergency medical response; returns to readiness quickly after emergency calls are completed; maintains accountability for equipment and supplies; directs and completes administrative tasks by established deadlines; participates in and assists organizational development; assures that equipment and station is maintained and clean; unit logs are completed; oversees controlled substance security.
- Provides service and medical care that follows established protocols; oversees care provided by paramedics and first responders; checks and maintains proficiency in clinical skills; checks and maintains knowledge of established protocols; assures compassionate service to meet human needs; maintains awareness of need for and interface with special operations units; maintains scene safety; oversees patient transports to appropriate destination.
- Collects, communicates and completely documents information about the medical emergency to further quality patient care; delivers complete and timely report to hospital staff; assures the completion of billing information; assures patient privacy; ensures privacy practices.
- Assures quick and safe response to medical emergencies; drives safely and monitors paramedic driving; assures quick response by reliable turnout times; develops appropriate routing; participates in incident command as unit or group leader.
- Participates in, organizes, conducts, and confirms completion of training exercises for EMS providers, first responders and the public to improve knowledge and skills; participates in inter-agency training and reviews; assures regular interaction with first responders; leads interactions with public and shares safety and prevention messages; assists with public education events; assures appropriate level of physical fitness for response readiness.
- Serves as a preceptor of paramedic students and interns and coordinates training and performance guidance in consultation with paramedic training programs.

Supervisory Responsibilities:

- Yes No This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

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Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity.

Minimum Job Requirements:

Training as a Paramedic, an Associate's degree, certification as a Kansas Paramedic, and three (3) years of Advanced Life Support (ALS) experience as a paramedic at Johnson County Med-Act or three total years of ALS experience with two (2) years of paramedic experience at Med-Act are required. American Heart Association Basic Cardiac Life Support and Advanced Cardiac Life Support certifications or equivalent are also required. Driver's license is required.

Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.

Preferred Job Requirements:

Bachelor's degree and current training in Pediatric Advanced Life Support or recognized equivalent are preferred.

Education/Experience Substitutions:

Yes No Experience may be substituted for degree.

Yes No Education may be substituted for experience.

Physical, Environmental, and Special Working Conditions:

Ability to see and hear sufficient for accurate perception of patient condition, including the ability to differentiate fine distinctions in appearance and sound.

Excessive standing and/or walking: 40% of the time.

Exposure to extreme temperatures, fumes and/or chemicals, heights, loud noises.

Successful completion of physical ability test which includes moving 165 pounds, lifting 104 pounds, walking up and down 17 stairs with equipment, and performing CPR is required.

Ability to work and complete duties while wearing a N95 respirator.

Working twenty-four (24) hour shifts and on-call/standby work is required.

All County employees may be called upon to assist other departments in a declared emergency situation.