

Scott County Government

Position Description Form

Position: Job Title: Battalion Chief
Department Name: Emergency Medical Services
Supervisor Title: Assistant Director - Personnel and Public Relations

Position Summary

Provides oversight and administration of daily operations of Emergency Medical Services. Responds to scenes in a support vehicle to provide scene management and assist crews with patient care. During high call volumes or staff shortages will be required to work on an ambulance. Administers advanced life support care to sick and injured persons in the pre-hospital setting as authorized and directed by the Physician Medical Director. These procedures may be done in a controlled environment or the individual may be called to hazardous scenes which includes: fires, floods, crime scenes, scenes with illicit drugs and manufacturing equipment, traffic accidents, combative patients, etc.

General Duties and Responsibilities

Essential Duties:

- Meet all requirements as described in the paramedic job description
- Assure daily staffing requirements are met
- Oversee daily operations
- Assure schedule is covered always; i.e. vacations, illnesses and special events
- Assure all ambulances are inspected daily for readiness and in proper working order
- Serve as the Health/Safety Officer for the employee Occupation Exposure Plan
- Assure departmental guidelines are followed
- Provide field supervision of Paramedics and EMTs, both medically and administratively
- Respond to emergency scenes when additional manpower is needed or when staffing is compromised due to employee absences and when the need for expanded operational command is required
- First step in administering disciplinary action
- Operate within the guidelines established in the Supervisor's Standard Operating Guidelines
- Complete other tasks as assigned by the Assistant Director and/or Director

Position Dimensions

Education and Experience:

- Graduation from an accredited high school or GED equivalence
- Minimum of an Associate Degree in the medical or management field and/or a minimum of 5 years clinical EMS field experience
- Possess and maintain the following:
- Kentucky Licensure as a Paramedic, Kentucky Operator's License and current instructor in a minimum of one of the following: Level III EMS Instructor, CPR, ACLS, AMLS, EPC, PALS, PEPP, ITLS, PHTLS, ASLS
- Within first year of appointment, must obtain ICS 300, 400. National Registry Paramedic certification preferred
- Applicant cannot be on initial probationary status with Scott County Government

Special Knowledge, Skills and Abilities:

- Extensive knowledge of the delivery of Emergency Medical Services, departmental Standard Operating Guidelines, operation and maintenance of emergency vehicles and their related equipment
- Knowledge of management and administrative procedures and extensive knowledge of the roadways in Scott County
- Ability to manage and supervise departmental personnel
- Ability to function as a Paramedic
- Ability to oversee and coordinate mass causality incidents and to utilize appropriate personnel and assure that normal run demands are met

Supervisory Responsibility: Responsible for supervision of full and/or part-time Paramedics and EMTs

Technology: Must remain proficient in the use of several pieces of equipment, including but not limited to: multi-line phone system, two-way radio, fax machine, computer and copier.

Working Conditions Component

Working conditions are the physical surroundings of a worker in a specific job.

Mark the work conditions that are present on the job.

- 75% or more of the work is performed indoors
- 75% or more of the work is performed outdoors
- Work is performed in equal amounts inside and outside
- Extremes of cold and temperature changes
- Extremes of hot and temperature changes
- Wet Surroundings: Contact with water or other liquids.
- Humid Surroundings: Atmospheric condition with moisture content sufficiently high to cause marked bodily discomfort.
- Sufficient noise, either constant or intermittent, to cause marked distraction or possible injury to the sense of hearing.
- Sufficient vibration (production of an oscillating movement or strain on the body or its extremities from repeated motion or shock) to cause bodily harm if endured day after day.
- Fumes such as smoky or vaporous exhalations thrown off as the result of combustion or chemical reaction.
- Odors to include any disagreeable sensation, stimulation, or perception of the sense of smell.
- Dust such as textile dust, flour, wood, leather, feathers, etc., and inorganic dust such as silica and asbestos which make the workplace unpleasant.

List any other disagreeable elements present in the work environment.

The individual may also be exposed to communicable/infectious diseases. The individual will have to work in extreme weather conditions to include excessive heat, below freezing temperatures, rain, sleet, snow and thunderstorms. May have to work many hours without rest.

Strength Rating

Following are descriptions of the five terms in which the Strength Requirement is expressed. Check the appropriate description that best describes the overall physical demands of the position.

- S-Sedentary Work** – Exerting up to 10 pounds of force occasionally (Occasionally: activity or condition exists up to 1/3 of the time) and/or a negligible amount of force frequently (Frequently: activity or condition exists from 1/3 to 2/3 of the time) to lift, push, carry, pull, or otherwise move objects, including the human body. Sedentary work primarily involves sitting but may involve walking or standing for brief periods of time. Jobs are sedentary when walking and standing are required **only** occasionally, and all other sedentary criteria are met.

- L-Light Work** – Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly (Constantly: activity or condition exists 2/3 or more of the time) to move objects. Physical demand requirements are in excess of those for Sedentary Work. Even though the weight lifted may be only a negligible amount, a job should be rated Light Work: (1) when it requires walking or standing to a significant degree, or (2) when it requires sitting most of the time but entails pushing and/or pulling of arm or leg controls; and/or (3) when the job requires working at a production rate pace entailing the constant pushing and/or pulling of materials event though the weight of those materials is negligible. NOTE: The constant stress and strain of maintaining a production rate pace, especially in an industrial setting, can be and is physically demanding of a worker even though the amount of force exerted is negligible.

- M-Medium Work** – Exerting 20 to 50 pounds of force occasionally, and/or 10 to 25 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly to move objects. Physical Demand requirements are in excess of those for Light Work.

- H-Heavy Work** – Exerting 50 to 100 pounds of force occasionally, and/or 25 to 50 pounds of force frequently, and/or 10 to 20 pounds of force constantly to move objects. Physical Demand requirements are in excess of those for medium work.

- V- Very Heavy Work** – Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Physical Demand requirements are in excess of those for Heavy Work.