

CLASS TITLE: **Paramedic Officer (Assigned as Training Instructor)**

CHARACTERISTICS OF THE CLASS: Under general supervision conducts classes in the areas of continuing education and cardio-pulmonary resuscitation recertification for fire department personnel; and performs related duties as required.

EXAMPLES OF DUTIES: Conducts emergency medical services courses to Paramedics and instructs all Fire Department personnel in cardio-pulmonary resuscitation; provides classroom instruction in these areas and maintains class records; provides recommendations regarding the input of didactic classes held at the training site; selects training aids such as handbooks, demonstration models and visual aids; prepares and submits reports to the EMS/CME Supervisor regarding the progress of course or changes needed.

DESIRABLE MINIMUM QUALIFICATIONS:

Training and Experience. Completion of an accredited 390-hour program of paramedic instruction, supplemented by at least one year of paramedic experience in the Fire Department, or an equivalent combination of training and experience.

Knowledge, Abilities, and Skill. Considerable knowledge in developing and effectively presenting class lesson plans. Thorough knowledge of modern emergency medical practices, techniques, and methods. Considerable knowledge of the equipment and supplies used in the provision of emergency medical assistance. Considerable knowledge of Fire Department rules and regulations.

Ability to plan and execute training programs. Ability to inspect and review the work of subordinate personnel. Ability to work effectively with other employees.

Considerable skill in developing and implementing training programs. Considerable skill in preparing reports. Considerable skill in evaluating situations and exercising good judgment. Good oral and written communication skills.

License/Certification Requirement. Must be an Illinois State Certified Paramedic and maintain State of Illinois License as a Paramedic/EMPT. Must be certified as a CPR instructor.