



Human Resources Office
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VACANCY NOTICE

DATE: June 15, 2020

POSITION: EMS Lead Instructor, Paramedic
Department of Health Sciences
Part-time, Non-benefited
MCCC Unit Position

SUPERVISION: Reports to the Dean of Health Sciences, Social and Behavioral Sciences, Business, Funeral Service and Advanced Studies.

GENERAL STATEMENT OF RESPONSIBILITIES:

Provide instruction for Paramedic program during the 2020/2021 Academic Year.

EXAMPLES OF DUTIES:

1. Assist with the development of the course syllabus.
2. Develop lesson plans and deliver class lectures.
3. Develop and distribute class handouts/lecture notes.
4. Administer, score, and record written exams.
5. Administer, coordinate, grade, and record practical exams.
6. Provide assessments of the students' progress in achieving acceptable program requirements, per MCCC/DCE contract.
7. Perform additional administrative functions associated within the Paramedic training program.
8. Record attendance and facilitate makeup sessions.
9. Coordinate lab sessions with Assistant Instructors.
10. Assist with Platinum Planner and EMS Testing as needed.

MINIMUM QUALIFICATIONS:

1. Associate degree or higher in a related field.
2. Current Massachusetts Paramedic certification.
3. Current certifications in and Instructor credentials for AHA courses: BLS, ACLS, and PALS.
4. Current NREMT or NREMT/Commonwealth of Massachusetts Paramedic certification at or above the level of assigned course.
5. Adequate training and experience in delivery of pre-hospital emergency care at appropriate level including proper care and transport of patients, medical direction, and quality improvement in pre-hospital care.
6. Thorough knowledge of National EMS Education Standards and the ability to teach all scheduled curriculum set forth by the National EMS Standards accurately and in a positive manner.
7. Ability to effectively provide instruction on assigned subject(s) as a result of academic preparation, training and experience, and perform all skills associated with course subject matters correctly, efficiently, and with proficiency.

8. Current working knowledge of and experience with Massachusetts Statewide Treatment Protocols, Massachusetts EMS system and NREMT procedures, including application of National EMS Standards.
9. Knowledge of or willingness to participate in training for Platinum Planner and EMS Testing Programs.

ADDITIONAL PREFERRED QUALIFICATIONS:

1. Two years of experience as a Paramedic functioning on an emergency response ambulance.
2. Current Massachusetts EMS Instructor/Coordinator or other accepted EMS education credential.
3. Professional development in teaching at the community college level.
4. Experience using evidence-based strategies to support student success including frequent communication and active learning.
5. Teaching experience using learning systems to support and improve instruction.
6. Previous Paramedic Lead Instructor experience.

COMPENSATION: Anticipated starting salary - Step I DCE pay scale
Part-time, non-benefited
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APPLICATION

DEADLINE: Immediate need; applications reviewed upon receipt.

APPLICATION PROCEDURE:

Interested candidates must apply online by visiting:
<http://capecod.interviewexchange.com/candapply.jsp?JOBID=122980>.

The online application instructions include directions for uploading a cover letter (which should address the minimum qualifications of the position) and a resume. *Please note that candidates invited to interview for the position will be asked to provide professional letters of reference and copies of transcripts.*

Please visit our website at www.capecod.edu for information on Cape Cod Community College.

This appointment is subject to the FY2021 budget appropriation.

Appointment subject to SORI (Sex Offender Registry Information) and publicly-accessible Massachusetts CORI (Criminal Offender Record Information) background checks.

Cape Cod Community College is an affirmative action/equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, veteran status, genetic information, gender identity or sexual orientation in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964 and other applicable statutes and College policies. Cape Cod Community College prohibits sexual harassment, including sexual violence. Inquiries or complaints regarding the Americans with Disabilities Act, the Rehabilitation Act and related statutes and regulations shall be directed to the College's Affirmative Action Officer, at the number and address below. Inquiries or complaints concerning discrimination, harassment, retaliation or sexual violence shall be referred to the College's Affirmative Action Officer and Title IX Coordinator, Associate Vice President, Human Resources, P. Paul Alexander, located in the Nickerson Administration Building, (508)362-2131 x4307, the Massachusetts Commission Against Discrimination, the Equal Employment Opportunities Commission or the United States Department of Education's Office for Civil Rights.