

**Director, EMS Operations**  
**Location: Brighton NY**  
**Company: Brighton Volunteer Ambulance**  
**Posting Date: 18 July 2009**

Job Description:

Brighton Volunteer Ambulance, Inc. (BVA) provides emergency medical services and health education to the Town of Brighton.

Utilizing state-of-art equipment, five ambulances, one ALS Flycar an experienced staff of 36+ career EMTs and Paramedics and 60+ volunteers, we deliver quality emergency care and transportation for the Town.

With a 2008 call volume exceeding 4,400 calls, we are a busy and growing emergency medical service. Brighton Volunteer Ambulance is currently looking for a full-time Operations Director responsible for planning, organizing, directing, and overseeing day-to-day operations and for meeting the operating and strategic goals of the organization.

Specific responsibilities include: HR responsibilities, supervision of scheduling, Town/County/State licensing, QA/QI oversight, communications, vehicle and equipment maintenance, supply stocks, data collection for external and internal EMS reporting, and development and maintenance of policies and procedures manuals.

The Operations Manager will also act as a community liaison with other EMS agencies and town, county and regional agencies.

The successful candidate will be a NYS-certified or reciprocity-eligible EMT-B or higher with experience in employee supervision, training and orientation and:

- Minimum 5 years EMS experience with at least 2 years as a line officer or equivalent and at least 3 years as a road cleared crew member or equivalent.
- Bachelor's degree in a related or business discipline with 2 years managerial experience or equivalent background.
- Working knowledge of NYS DOH rules and regulations, HIPAA, OSHA
- Excellent employee relations and management skills, and great problem solving and time management skills.
- Public Safety Incident Management and Command Post Operations or similar qualifications or experience.

Meets BVA employee requirements (certifications, background checks, medical clearance, etc.).

For consideration, please email your resume and salary requirements to [bvarecruiting@gmail.com](mailto:bvarecruiting@gmail.com).

We offer excellent benefits and competitive salary commensurate with experience.

Brighton Volunteer Ambulance is an Equal Opportunity Employer.