



Department of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

ANNOUNCEMENT OF JOB VACANCY

TITLE	Health Program Director 1 – 51498
SALARY/GRADE	\$104,640 - \$132,054/M-4
NEGOTIATING UNIT	Management Confidential/06
LOCATION	Office of Primary Care and Health Systems Management Bureau of Emergency Medical Services 875 Central Avenue Albany, New York
MINIMUM QUALIFICATIONS	Eleven years of professional experience, of which two years must have included managerial responsibility for a major health-related program, or a major administrative function for a large health-related organization. A bachelor's degree may substitute for four years of the professional experience described above.
PREFERRED QUALIFICATIONS	The preferred candidate will have at least six years of executive-level work experience as the second in command or higher of an organizational unit of more than 40 people with demonstrable experience leading efforts to successfully re-organize a government administrative organization; at least five years of full time experience working in the emergency medical service sector; knowledge and experience in the prehospital care delivery system, including NYS, federal laws and regulations governing the system; four or more years of clinical and administrative experience as a certified emergency medical technician (EMT) or paramedic, in both paid and volunteer EMT settings; experience working in telemedicine, community paramedicine or emerging models of care; and experience working in and leading LEAN efforts.
RESPONSIBILITIES	Reporting to the Director of the Bureau of Emergency Medical Services (BEMS), the Health Program Director 1 will serve as the Deputy Director of EMS and will be responsible for directing, overseeing, and managing the operations and activities of the bureau. The incumbent will also participate in strategic planning, policy, and decision making, and will collaborate with other agency programs, external stakeholders, and local, State, and federal agencies to achieve program goals and objectives. The Bureau's mission is to ensure that New York State's citizens and visitors have ready access to safe quality prehospital and inter-hospital emergency care and transportation. Responsibilities include, but are not limited to: directs Bureau planning, quality assurance, internal controls, evaluation and monitoring activities to advance the re-envisioning of the provision of emergency medical services in New York, and provides feedback to senior and executive staff concerning the development and implementation of the program; oversees and develops strategies to measure performance, monitors program performance and effectiveness, and makes recommendations to senior and executive staff for improvement; develops and implements policy recommendations based on operational needs; directs, manages, and oversees the development of policy implementation plans; communicates directives and policy changes to program managers, regional offices, local government units, healthcare providers, and other EMS organizations, and oversees implementation to ensure consistent interpretation and application of program policy, and compliance with federal and State laws, rules and regulations; prepares program legislation and regulatory proposals in conjunction with senior and executive staff and other managers, and serves as interagency liaison on such proposals as needed; staffs the Trauma program; provides direction to planning Vital Signs, the statewide convention for EMS providers throughout New York state; develops and oversees fiscal allocation strategies to maximize resource availability; monitors expenditures and manages the use of resources; and oversees and manages grants administration and contractor performance monitoring activities to ensure compliance with grants and contract requirements.
CONDITIONS OF EMPLOYMENT	Permanent, full-time, non-competitive.
APPLICATION PROCEDURE	Submit resume, preferably in PDF format, to Human Resources Management Group, CB/HPD1/51498, Room 2217, Corning Tower Building, Empire State Plaza, Albany, New York 12237- 0012, or by fax to (518) 473-3395, or by email to resume@health.ny.gov with Reference Code CB/HPD1/51498 included in the subject line. <u>*Failure to include the required information in the subject line of your email or fax may result in your resume not being considered for this position.</u> Resumes will be accepted until December 4, 2017

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
WOMEN, MINORITIES AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY
PURSUANT TO EXECUTIVE ORDER 161, NO STATE ENTITY, AS DEFINED BY THE EXECUTIVE ORDER, IS PERMITTED TO ASK, OR MANDATE, IN ANY FORM, THAT AN APPLICANT FOR EMPLOYMENT PROVIDE HIS OR HER CURRENT COMPENSATION, OR ANY PRIOR COMPENSATION HISTORY, UNTIL SUCH TIME AS THE APPLICANT IS EXTENDED A CONDITIONAL OFFER OF EMPLOYMENT WITH COMPENSATION. IF SUCH INFORMATION HAS BEEN REQUESTED FROM YOU BEFORE SUCH TIME, PLEASE CONTACT THE GOVERNOR'S OFFICE OF EMPLOYEE RELATIONS AT (518) 474-6988 OR VIA EMAIL AT INFO@GOER.NY.GOV.

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