

SUPERINTENDENT OF TRAINING
COMPETITION #ADM 16-05-E (DRYDEN, ON)

Dedicated to improving lives, the Kenora District Services Board (KDSB) is the integrated service delivery agency providing help and support when you need it. With forward thinking and engaged employees, we deliver Ontario Works, Social Housing, Early Learning and Child Care, and Land Ambulance to current and future clients.

We are currently seeking to hire a **Superintendent of Training** in Dryden, Ontario to join our Emergency Medical Services (EMS) team. Our employees enjoy a healthy work environment, development opportunities, and an opportunity to make a difference in the lives of others.

Reporting to the Deputy Chief of Professional Standards and in collaboration with the EMS management team, the Superintendent of Training is an entry level supervisory role responsible for developing and coordinating the delivery of EMS training and related professional development initiatives.

Key responsibilities include:

- Development and delivery of employee training, testing, simulation, reorientation, remediation, and annual Continuing Medical Education (CME) with the assistance of the Training Officers.
- Assisting with the quality assurance program including conducting audits, evaluations, and investigations.
- Ensuring Paramedics comply with organizational policies and procedures and all applicable legislation, regulations, policies, procedures, standards, protocols, and practices, as it related to professional standards and quality assurance
- Assisting Superintendents of Operations with technical issues on medical equipment including defibrillators, laptops, etc.
- Assisting with the coordination of scheduling of staff for training purposes and overseeing the work of the Training Officers
- Reviewing and reporting on the effectiveness of training programs and making recommendations for improvement to the Deputy Chief of Professional Standards

Successful candidates will have:

- Knowledge of land ambulance legislation, regulations and current practices pertaining to land ambulance services and personnel.
- Knowledge of adult education and training techniques.
- Demonstrated knowledge of current medical and emergency response procedures, including ambulance equipment specifications, medical training standards and requirements pertaining to ambulance services and emergency dispatch systems and protocols.
- Must be competent with the meaning of the Occupational Health and Safety Act R.S.O. 1990 Chapter O.1 as amended and be capable of issuing clearly understandable written and oral instructions.

Qualifications will include:

- Advanced Emergency Medical Care Attendant (A-EMCA) certification with a minimum of five (5) years' experience as a Primary Care Paramedic.
- Demonstrated supervisory, management and/or leadership skills an asset.
- Formal training or education in leading and managing others is an asset.
- Excellent interpersonal skills and the ability to relate to the public, staff, and associated health care providers.
- Ability to identify and resolve areas of conflict with tact and diplomacy.
- Experience in a training role within an adult education environment.

Along with an excellent benefit package and participation in the OMERS pension plan, we offer a salary ranging from \$79,441.37 - \$90,739.80 per annum.

Interested candidates are invited to submit a cover letter and resume, by email, referencing the appropriate competition number in the subject line, on or before **Friday, March 11, 2016 at 4:30pm CST** to:

Bri Pollock, Manager of Human Resources
Kenora District Services Board
Email: hr@kdsb.on.ca

Confidential information provided by applicants will be used for the purpose of this competition only and will be protected in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

While all responses are appreciated, only those applicants selected for an interview will be contacted. The KDSB is an equal opportunity employer.