Job Posting: #34-21
Job Title: Chief of Paramedic Services
Division: Paramedic Services

The District of Sault Ste. Marie Social Services Administration Board is searching for a Chief of Paramedic Services to join our team based in Sault Ste. Marie.

Under the direction of the Chief Executive Officer, the Chief of Paramedic Services will contribute to the overall success of the organization by leading and developing an internal team to support the following areas; Land Ambulance Paramedic Services.

Key duties and responsibilities include:

- Develop, implement and audit short and long range division objectives and service delivery standards; ensure alignment with changing community needs and the Social Services strategic plan and Paramedic Services operating plans;
- Collaborate with internal and external stakeholders to execute on strategic plans;
- Establish and implement risk mitigation strategies and procedures to enhance Paramedic Services, standards and outcomes;
- Develop, for approval, and administer annual budget, ensuring budget requests are consistent with the operating objectives while maintaining an optimum cost-benefit relationship;
- Prepare reports and analyze material for presentation to the Chief Executive Officer and Board of Directors, at public hearings, and community meetings;
- Manage division in accordance with all Acts and Regulations, the Board and local policies and requirements.
- Manage staff employed in the delivery of Paramedics Services; including recruitment, performance reviews, discipline, coaching/counselling, training and development within a unionized work environment;
- Ensure policies and procedures are accurately followed, as well as adherence to all professional and provincial and federal Regulations and requirements;
- Adhere to the Occupational Health and Safety Act, local policies and practices relating to a healthy workplace;
- Avoid legal challenges by understanding current and proposed legislation; enforcing regulations; recommending new procedures;
- Update job knowledge by participating in educational opportunities; reading professional publications, maintaining personal networks, participating in professional organizations, and ensuring required designation(s) remain up to date.

The ideal candidate will have an in-depth knowledge of Ambulance Systems/interrelated agencies, relevant legislation (Ambulance Act, standards, Health & Safety Act, HTA, Criminal Code, MFIPPA, PHIPPA and WSIB), as well as knowledge of MOH Certification Standards, Land Ambulance financial systems, service funding, budget consolidation, fleet management, labour issues, medical procedures, disaster planning/preparation/response and operational knowledge of Air Ambulance systems. The successful candidate will have effective communication skills to deal with all levels of staff within the organization, as well as suppliers and government contacts to provide expert advice/guidance, develop strategies, clarify information and ensure adherence to legislation, policies and practices. In addition, the successful candidate will have analytical thinking skills to break down multi-dimensional issues to ensure efficient and effective delivery of services (direct delivery, contract or RFP), as well as versatility to adapt broad strategies, goals or projects to direct delivery ambulance services within the district.

Additional qualifications for this position include:

- Post-secondary completion and a minimum of five (5) years related management experience or equivalent combination of education and experience and
- Ability to communicate in both official languages is considered an asset

Should you be interested in applying for this exciting career opportunity, please forward your cover letter and resume as one PDF document to recruitment@socialservices ssmd.ca with the subject line referencing Job Posting #34-21 Chief of Paramedic Services, Paramedic Services. We thank all applicants for their interest, however only candidates selected for an interview will be contacted.

District of Sault Ste. Marie Social Services Administration Board offers a competitive compensation package, extensive benefit and pension programs, and a 35-hour work week.

Salary Range: $118,985 – $141,661
Job Class: Non-Union JC 9
Job Type: Permanent Full-Time (35 hours/week)
Closing Date: July 16, 2021 at 1600

The District of Sault Ste. Marie Social Services Administration Board is an inclusive employer. Accommodation is available in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005. Individuals requiring accommodation during the application and/or the interview process should contact Human Resources as soon as possible to make appropriate arrangement.
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