

Jordan Valley EMS Authority

Job Title: Emergency Medical Services (EMS) Director

Location: Servicing parts of Charlevoix and Antrim Counties.

Position Type: Full-Time with Benefits Package

Salary: 72,500 to 92,500

About the Position:

Jordan Valley EMS Authority seeks a dynamic and experienced **Emergency Medical Services (EMS) Director** to oversee and lead our EMS operations. This position will work closely with and report to the **Board of Directors**, to ensure the highest standards of emergency medical care, operational efficiency, and regulatory compliance.

The EMS Director will be responsible for strategic planning, operational budget, personnel management, and community relations. The Director will serve as a key liaison between the EMS department, the Board, and local stakeholders.

Key Responsibilities:

- **Board Collaboration:** Provide regular monthly reports, updates, and recommendations to the Board of Directors regarding operations, financials, and strategic initiatives.
- **Leadership & Management:** Oversee EMS staff, ensure high-performance standards, provide proper training, and adhere to protocols.
- **Budget & Financial Oversight:** Develop and manage the department's budget, and work closely with the Board to ensure financial stability.
- **Regulatory Compliance:** Ensure compliance with all local, state, and federal EMS regulations and standards.
- **Strategic Planning:** Develop, implement, measure and adjust long-term strategies for improving EMS services, resource allocation, and community engagement.

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- **Community & Stakeholder Engagement:** Represent the EMS service in public meetings, community events, and partnership discussions with local agencies.
- **Emergency Response Coordination:** Direct and oversee emergency response procedures, to ensure efficient and effective service.

Preferred Qualifications:

- Proven experience in EMS leadership, preferably in a director or senior management role.
- Strong experience working with or reporting to a Board of Directors.
- Knowledge of EMS operations, budgeting, and regulatory requirements.
- Excellent leadership, communication, and strategic planning skills.
- Ability to collaborate with various stakeholders, including government agencies, healthcare providers, and community organizations.
- Licensed as a Paramedic in Michigan.

How to Apply:

Interested candidates should submit a resume, cover letter, and references to kim@jvems.org by May 16, 2025

Jordan Valley EMS Authority is an Equal Opportunity Employer.