



SELECTBOARD
TOWN OF NORTHFIELD

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NORTHFIELD

Paramedic

The Town of Northfield seeks experienced, qualified individuals to serve as full-time certified paramedics for the EMS Dept. Minimum qualifications: paramedic certification. 40 hours/week. Pay range \$31.42-\$38.68/hour. This is a benefited position. 3 years of paramedic experience preferred. Job description and application can be downloaded from www.northfieldma.gov. Send resume and completed application to Town Hall, 69 Main St. Northfield, MA 01360. Attention Town Administrator. Positions opened until filled. EOE.

Town of Northfield, Massachusetts
Job Description

Position Title:	Paramedic	Grade Level:	10
Department	Emergency Medical Services	Date:	Dec. 2024
Reports to:	EMS Director	FLSA Status:	Non-Exempt

Statement of Duties: The Paramedic responds to medical and traumatic emergencies. Provides emergency medical care at the scene, enroute to the hospital, during transport from facility to facility and emergency medical care as appropriate to the practice of the paramedic. Delivers the patient to the most appropriate medical facility as determined by state and regional point of entry plans. Adheres to local, regional, and state guidelines regarding patient care.

Supervision Required: Under the general supervision of the EMS Director, Immediate supervision is provided by the Northfield EMS ALS coordinator and supervisory staff. This may include EMS Captain, EMS Deputy Director and EMS Director.

Confidentiality: In accordance with the State's Public Records Law, the employee has regular access to confidential information obtained during the performance of regular position responsibilities such as HIPPA protected patient medical records.

Supervisory Responsibility: The employee, as a regular and continuing part of the job, is not required to supervise other department employees. Under certain circumstances however, the Paramedic may temporarily direct the activity of Basic Medics or a Paramedic completing field training requirements.

Judgment: Numerous standardized practices, procedures, or general instructions govern the work and always require high-level application and judgment in frequent emergency situations. Judgment is needed to locate, select and apply the most pertinent practice, procedure, regulation or guideline.

Complexity: Performs indicated Advanced Life Support (ALS) procedures as per the appropriate regional protocols under the direction and supervision of the medical control physician, through standing orders, radio, or telephone communications in situations which are often extremely complex.

Work Environment: Work requires a high degree of individual tolerance to combinations of extremely unpleasant elements, such as those listed above and mental stress from constant conflicting and urgent time demands of the utmost priority including life threatening situations. The nature of the physical environment may be such that the employee's personal well being and/or safety as well as the public's may be compromised. The employee is required to work beyond normal business hours in accordance with the department's work schedule and in response to natural or man-made emergencies on a 24/7 basis, 365 days per year.

Nature and Purpose of Relationships: Relationships are constantly with co-workers, the general public, patients, other town departments, as well as other local, state or federal law

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enforcement agencies. The employee deals with the public and other individuals on behalf of a department to communicate departmental practices, procedures, regulations or guidelines. The employee is required to discuss medical issues, sometimes with hostile or uncooperative persons pertaining to the application of medical protocols where tact is required to avoid friction and to obtain patient cooperation.

Accountability: The consequences of errors, missed deadlines or poor judgment could result in patient injury or death, excessive costs, delay of service delivery, personal injury, missed deadlines, danger to public safety, and adverse public relations.

Occupational Risk: Duties may involve frequent, recurring exposure to hazardous conditions, such as operating vehicles traveling a high rate of speed. Job frequently entails the possibility of serious personal injury, danger to public safety, or exposure to conditions that could result in total permanent disability or loss of life. For example, performing duties during extreme weather conditions or in Hazmat environments. Extreme care and safety precautions are required at all times.

Essential Functions:

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Respond to the scene of a call for service in a safe and efficient manner.

Provide paramedic level care within the employees scope of practice.

Restock, decontaminate and prepare equipment to a state of readiness.

Complete and deliver appropriate reporting.

Performs other duties related to emergency & non-emergency medical care.

Assist with development and improvement of the emergency medical system and/or Northfield EMS.

Recommended Minimum Qualifications:

Education and Experience: Currently registered as an EMT/Paramedic by the Commonwealth of Massachusetts, Office of Emergency Medical Services.

Additional Requirements:

High degree of personal integrity and responsibility

CPR -Basic Life Support (BLS) by the American Heart Association (AHA) or the American Red Cross.

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Current certification as an Advanced Cardiac Life Support (ACLS) provider by the AHA.
Valid Massachusetts OEMS paramedic credentialing
Current Motor Vehicle Operator's license

Special Requirements: None.

Knowledge, Abilities and Skills:

Knowledge: Knowledge of complex emergency medical protocols. Knowledge of Mass. general Laws pertinent to the EMS function. Knowledge of the geographic layout as well as landmarks of the Town and surrounding areas.

Abilities: Ability to handle and carry out EMS duties during emergency situations often under adverse weather, stressful, life threatening conditions. Ability to deal with disgruntled or violent members of the public in a safe, professional and tactful manner. Ability to independently research medical protocols for guidance. Ability to make decisions in a timely, common sense and safe manner. Ability to work at any hour of the day or night and for extended periods of time often under adverse or life threatening conditions.

Skill: Proficient oral and written communication as well as computer skills. Excellent physical skills to be able to protect self and others. Common sense skill to determine the most appropriate response to emergency situations. Technical skill in operating ambulances and various types of EMS equipment in a safe and effective manner often under adverse weather and life threatening conditions. Self motivational skills. Maintain good physical condition in order to perform physical skills required as described below.

Physical and Mental Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions.

Physical Skills: Work involves frequent and recurring assignments requiring strenuous effort and endurance or quick reflexes to perform the work, such as lifting and carrying on a continuous basis for extended periods of time under adverse weather conditions, or regular travel on foot over rough terrain or barriers or to assist with restraint of uncooperative or violent patients.

Motor Skills: Duties involve close hand and eye coordination and physical dexterity, manipulation and motor control under life threatening conditions that may require extreme accuracy. The manual skills required are comparable to those which might be needed in intubating a patient, starting an intravenous line, or operating ambulances at high rates of speed under adverse weather and/or road conditions. The employee is required to run, bend/stoop, crawl/kneel, carry, reach, climb/balance, push, pull, lift department equipment; drive motorized equipment at high rates of speed under adverse weather and road conditions and to assist with restraint of uncooperative or violent patients. The employee is required to talk, hear, stand, sit,

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walk or run for extended periods of time.

Visual Skills: Employee is constantly required to read general documents for general understanding, analytical purposes; employee is required to routinely determine color differences.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.