

Please Note: If you are applying for more than one position, please submit a separate, complete application



INTENT TO EMPLOY

Posting Date: July 1, 2020

Position: Emergency Medical Services Instructor

Minimum Qualifications:

1. Associate degree in EMS related field or Bachelor's degree in health-related field from an accredited institution **required**. In field requirements are specialized coursework equivalent to the community or technical college program.
2. Minimum of six (6) years of successful full-time experience as a practitioner in the vocational field **required**.
3. Licensed: Must be a licensed, currently credentialed State of Alabama EMT-Paramedic, BLS and ACLS Instructor status **preferred**.

Job Functions: This is a full-time teaching position with responsibility for planning, preparation, and presentation of quality instruction and for otherwise contributing to the fulfillment of the college's mission. This position reports to the Program Director. The employee will:

1. Manage EMS clinical skills labs and clinical rotations.
2. Recruit, train, supervise, and evaluate Skills Instructors.
3. Prepare, present and track laboratory skills instructional experiences.
4. Function as the program's liaison to clinical rotation sites.
5. Participate in curriculum development and evaluation and recommend new or revised curriculum.
6. Provide classroom instruction as needed.
7. Provide academic advising to students.
8. Perform department/program responsibilities.
9. Perform institutional responsibilities which contribute to the fulfillment of the college's mission.
10. Follow institutional policies and procedures and fulfill the terms of one's employment.

Salary: \$49,934.00 to \$98,440.00 based on ACCS Board of Trustees Salary Schedule D-1, education and experience.

Application Deadline: 4:30 p.m., July 17, 2020

Application Procedure: A complete application packet consists of:

1. A completed Jefferson State Community College application specific to this position.
2. Current resume.
3. Transcripts (unofficial copies will be accepted before the deadline, but official transcripts must be on file before an offer of employment). Transcripts must include **conferred or awarded date**.
4. Work experience verification **in writing** from your current and/or previous employer(s) confirming the required level of experience as stated in the "Minimum Qualifications" section. Verification should include dates of employment and position title(s). Upon request from the applicant, work experience verification from dates from **current employer only** may be delayed until an official offer of employment. Request must be made in the form of a statement on a separate document. If applicant delays verification from current employer and it does not cover required level of experience as stated in the "Minimum Qualification" section, verification from previous employer(s) required. **Remember that the work experience verification completion is your responsibility.** Please visit <http://jeffersonstate.edu/about-jscc/human-resources/work-experience-verification/> (For clarification, please contact Human Resources).
5. Proof of current license and credentials.

"EMAILED APPLICATION MATERIALS WILL NOT BE ACCEPTED"

Materials may be submitted to:

Human Resources
2601 Carson Road
Birmingham, AL 35215-3098
Phone: (205) 856-7899 or 856-8598
Fax: (205) 856-7720

This Employer Participates in E-Verify

It is the official policy of the Alabama Community College System Office and Jefferson State Community College, including ACCS entities under the control of the Alabama Community College Systems Board of Trustees, that no person shall, on the grounds of race, color, disability, gender, religion, creed, national origin, or age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. Jefferson State Community College will make reasonable accommodations for qualified disabled applicants or employees. Applicants must adhere to the College's prescribed interview schedule and must travel at their own expense. The College reserves the right to withdraw this job announcement any time prior to the awarding. **Note: In accordance with Alabama Community College System policies and procedures, the applicant chosen for employment will be required to sign a consent form for a criminal background check. Employment will be contingent upon receipt of a clearance notification from the criminal background check.**