

## ABOUT MONO COUNTY

Wild by nature, Mono County is a destination that is full of adventure. Set on the eastern slopes of California's Sierra Nevada mountain range, Mono County is a rare environment of natural contrasts: Soaring granite peaks, spacious desert vistas, quiet lakes, bubbling hot springs, cold mountain streams, winter snows, sunny summer skies, rolling sagebrush hills, and vibrant wildflower meadows.



Photo: © Greg Newbry

Best of all, this natural playground is matched with a complete range of amenities and activities making it an ideal place to get away from it all. Enjoy an array of fine shops, restaurants, cafés, and other amenities. Ski, snowboard or bike down resort or backcountry mountain trails, fish numerous lakes and streams, relax in a soothing hot spring, or paddle a kayak on challenging and picturesque waters.

The Town of Mammoth Lakes, and other smaller communities along the 395 corridor offer fine schools, shopping, dining and recreation.

The County Seat is in picturesque Bridgeport located between Mammoth and Minden and Carson City NV.

The northern areas of the county include Topaz, Coleville and Walker. The southern areas of the county include Crowley Lake, Benton, Mono City, Lee Vining, Mammoth Lakes and Chalfant.

Mono County offers numerous recreational opportunities for the outdoor enthusiast. Ski Mammoth, fish the Sierra, enjoy working where you vacation. An outstanding opportunity exists in the beautiful Eastern Sierra.

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***BENEFITS:** Mono County provides generous benefits, including Cal PERS retirement, medical, dental, vision and 401 deferred compensation.*

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## TO APPLY

Application materials should be returned to:

**County of Mono, HR**  
**P.O. Box 696, Bridgeport, CA 93517**  
**Telephone: (760) 932-5412**  
**Fax: (760) 932-5411**

**Email: [hr@mono.ca.gov](mailto:hr@mono.ca.gov)**

**[www.monocounty.ca.gov](http://www.monocounty.ca.gov)**

SPECIAL NOTE: The provisions of this job bulletin do not constitute an expressed or implied contract. The County of Mono reserves the right to make necessary modifications to the recruitment plan. The physical demands 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 essential functions. Any questions or comments about the need for accommodation should be directed to HR.

## COUNTY OF MONO



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## INVITES APPLICATIONS FOR

### EMS Chief

**Open Until Filled**  
**First Application Review:**  
**March 24, 2017**

**\$8,000 – 9,000/Month**

*County vehicle available for use*

*Equal Employment Opportunity Employer*

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## THE POSITION

The Chief of EMS serves as the administrative Department Head of the County EMS Department, managing those functions that support the ability of the department to deliver the highest quality of medical/trauma patient care possible. Has primary administrative responsibility to develop and coordinate training of department EMS personnel and for compliance with State & Federal EMS requirements. Has primary response responsibility for incident emergency response to include supervision of on-scene personnel as well as command and control.

### Typical responsibilities include, but are not limited to:

- Plans, directs, organizes and evaluates the department's EMS activities for all operations personnel
- Develops EMS training and related task books; schedules periodic proficiency evaluations etc. in conjunction with Shift Captains and training Captain to meet the needs of the department
- Develops departmental policies and provides technical assistance and review for departmental policies; interprets department policies and procedures to employees
- Oversees departmental revenues and expenditures, supervises inventory control of all operational materials, equipment and supplies
- Performs research and implements programs to ensure the EMS department operates in an efficient and effective manner
- Performs liaison activities with members of various institutions and agencies
- Presents operational issues to special interest groups, citizen groups, service organizations, legislative committees and media
- Acts as a Section Chief or other ICS Command Staff role in a large-scale incident involving an EOC or IMT
- Provides assistance to local Fire Districts, including EMT basic and FRA training

- Plans and develops department budget to include such materials as equipment, supplies, improvements and related needs
- Participates in hiring, evaluating, promoting and/or disciplining EMS personnel and related matters

## QUALIFICATIONS

- College graduate from an accredited college or university with a Bachelor's Degree or Associates Degree in public administration or Emergency Medical Services, plus ten (10) years of experience in a public Service based EMS organization; or
- Any combination of education and experience which provides the required knowledge, skills and abilities necessary to perform the work;
- 10 years or more experience as a field paramedic;
- 5 years related Emergency Medical Services or fire services experience at a supervisor level or higher;
- Extensive knowledge of EMS system design;
- ICS 400 certification.

### Special Requirements:

- Possesses a valid California class C driver's license;
- Possesses and maintain and ICEMA region EMT basic certificate.

### Physical Requirements & Working Conditions

Work may include sitting, walking, bending, stooping, and lifting weights of approximately 150 lbs. with assistance. Work may include both indoor and outdoor activity where employee is exposed to the elements of nature; cold, hot, rain, snow, sleet, ice, etc.

### TYPICAL WORKING CONDITIONS

Work is normally performed in an office or EMS station environment but may occasionally be subject to outside environments that may include cold, heat, wind, rain and loud noise. The employee in this class may be subject to extreme environmental conditions and is subject to potential personal danger at emergency scenes from fire & smoke, traffic hazards, blood borne pathogens, hazardous materials, etc. Travels by car or plane to classes and seminars. Sometimes drives department vehicles to incident sites.

### Knowledge of:

- Duties and knowledge required of a EMT, Paramedic and EMS training officer;
- Fire/EMS emergency scene operations to include strategy and tactics, and overall hazard mitigation;
- Geography of County of Mono and surrounding areas;
- Current Emergency Medical Services techniques, including all related equipment;
- State and Federal Laws, Codes, Regulations and Legislation, basic knowledge of human resource policies;
- Budgeting, technical writing/grant writing and course development;
- Computerized records management systems, EMS computer applications, EMS reporting procedures;
- Ability to evaluate data and report findings;
- Microsoft Office Suite (Word, Excel, Outlook, PowerPoint), EMS software and CAD.

## THE EXAM PROCESS

The examination process will consist of a review & competitive evaluation of the required knowledge & abilities as demonstrated on submitted applications. Those successful in this evaluation will be invited to an oral examination.