

	Essex Rescue Job Posting	
	Executive Deputy Director	
	Originated: October 31, 2025	Revised:

Role: Deputy Executive Director
Location: Essex Junction, Vermont
Organization: Essex Rescue
Type: Full-time, Salary

Lead. Mentor. Serve.

Essex Rescue is one of Vermont's respected EMS organizations, providing excellence in pre-hospital care and community education. We are seeking a Deputy Executive Director (DED) who is passionate about advancing emergency medical services, supporting a dedicated team, and ensuring our operations deliver the highest quality patient care.

About Essex Rescue

Our mission is to be a leader in EMS by providing innovative, patient-centered care with compassion and professionalism. We serve our communities with pride, guided by values of volunteerism, leadership, safety, progressiveness, and respect.

The Opportunity

Reporting to the Executive Director, the DED will oversee shift scheduling, daily clinical operations, mentor shift leaders, and uphold our standards of readiness and safety. This is a hands-on executive role for someone who thrives in both the field and the office, balancing strategic oversight with operational excellence.

Key Responsibilities:

- Develop, lead and mentor EMS personnel, staff, and supervisors.
- Ensure clinical readiness, safety, and compliance with state and federal regulations.
- Oversee quality assurance and training programs to enhance patient care and provider proficiency.
- Manage scheduling, fleet readiness, and supply operations.
- Act as a liaison with EMS District #3 and occasionally represent Essex Rescue at regional meetings.
- Drive continuous improvement initiatives across clinical, training, and safety programs.
- Assist the Executive Director with HRM and other administrative functions

Minimum Position Requirements

- Minimum 5 years of clinical EMS experience (ambulance experience required)
- Minimum 2 years in operations management role, or similar leadership roles.
- Post-secondary education is preferred, with a commitment to ongoing professional development
- Current Paramedic or Advanced EMT credentials.
- NIMS 100, 200 and 700

- Current ACLS and PALS
- Valid unrestricted Operators License
- Must pass a background screening

What You Bring

- Strong leadership, mentorship, and communication skills.
- Proven ability to manage multiple priorities in a fast-paced environment.
- Familiarity with HRM, EMS QA programs, OSHA compliance, and training oversight.

Salary Range: \$85,000 - \$100,000 based on leadership experience

Generous Benefits Package

Individual Medical, Dental, and Vision coverage, tuition reimbursement up to \$4000/year, 403(b)/Roth plan with 3% match, paid holidays off, 120 hours of vacation starting with increasing allotment with increasing years of service, 80 hour accrued annual sick leave, cell phone reimbursement, payout and rollover options for unused vacation and sick time, competitive compensation with annual CPI increase and a progressive step increase on the employees' anniversary, 40 hours of professional development annually.

Why Essex Rescue?

- Join a mission-driven organization that values people first.
- Lead with purpose in a collaborative, community-focused environment.
- Opportunities for leadership growth, training development, and system-level impact.
- Very competitive pay and benefits package.

Ready to lead Vermont's next generation of EMS professionals?

Submit your resume and a brief statement of interest to cballard@essexrescue.org with the subject line *Deputy Executive Director – Essex Rescue*, **no later than midnight on November 28, 2025.**

Equal Employment Opportunity Statement

Essex Rescue is an equal opportunity employer. We comply with all applicable federal and Vermont state laws governing nondiscrimination in employment. Employment decisions are made without regard to race, color, religion, creed, national origin, ancestry, place of birth, age, sex, sexual orientation, gender identity or expression, marital or civil union status, disability, pregnancy, genetic information, HIV status, crime victim status, military service, veteran status, or any other protected category under federal or Vermont law. We are committed to fostering a diverse, equitable, and inclusive workplace that reflects the communities we serve.