



**Position/Job Title:** EMS Captain-Paramedic  
**Department:** Rescue Department  
**Reports To:** EMS Captain or Chief of EMS/ Head of Service  
**FLSA Status:** Non-Exempt  
**Pay range:** \$29 to \$34.00 per hour (DOE/DOQ)  
**Prepared Date:** September 2024

## **SUMMARY**

The Town of Shelburne Rescue ("Shelburne Rescue") is a municipal paramedic-level service with a volume of ~1500 calls per year. Shelburne Rescue has provided 24/7 emergency medical services to Shelburne, VT, and surrounding communities since 1985. Shelburne Rescue recently received its paramedic license and is in a fresh stage of growth. Shelburne Rescue seeks dynamic, skilled, and talented paramedic-level providers committed to clinical excellence and furthering squad development. In addition to clinical care, full-time providers will be assigned an additional administrative role to be discussed during the interview.

As Town personnel, the EMS Captain-Paramedic is expected to demonstrate commitment to teamwork and positive behavior and promote and conform to all quality standards. EMS Captain-Paramedics are expected to provide leadership to the crew and provide high-quality pre-hospital medical care to the residents of Shelburne, its visitors, and its surrounding communities.

## **ESSENTIAL DUTIES**

- Serve as the lead medical provider/ supervisor for all assigned shifts.
- While not on calls, assume responsibility for 1 of 4 operational roles covering administrative duties.
- Public Relations internally with the Town and through community outreach.

## **QUALIFICATIONS**

- Compassionate, problem solver, collaborative
- Valid NREMT certification and Vermont Paramedic license
- Minimum of 2 years of verifiable EMS experience providing direct patient care
- Valid BLS, ACLS, and PALS certification (AHA or ARC); the employee must maintain these certifications.
- ICS 100, 200, 700
- EVOC or equivalent
- Legally able to work in the United States
- 18 years of age
- High school graduate or equivalent
- Valid Driver's License
- Must successfully pass a criminal background check and Driver's License check
- Must successfully pass a pre-employment physical
- Must be or successfully credentialed in District 3

## **SCHEDULE**

- 3 - 12-hour shifts (must be available to work days, nights, weekends, holidays)

## **PHYSICAL DEMANDS**

The physical demands described here represent those that must be met to perform the job's essential functions successfully. Reasonable accommodations may be made to enable individuals with qualifying disabilities to perform the essential functions. While performing the duties of this job, personnel are regularly required to sit, stand, kneel, and walk for extended periods of time on a variety of uneven surfaces. Personnel are required to have good hand eye coordination, manual dexterity, and be free of impairments that would significantly limit hearing, seeing, and feeling. They must be able to communicate verbally in person, via telephone, and radio, the status of patients to other EMS providers, dispatch, and hospital staff. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus with or without corrective devices. They must frequently lift and/ or move and balance 100 pounds alone or up to 300 pounds as a team member, up to a moderate height (~33").

## **WORK ENVIRONMENT**

The work environment characteristics described here represent those one encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Paramedics, as part of 911 responses, may be subjected to occupational and health risks such as blood-borne pathogens, hazardous materials, chemical leaks, heights, water, fire, loud noises, sharp objects, dangerous and violent situations, working in all weather conditions, and occupational stress.

## **BENEFITS:**

**Salary Range:** Wage range: \$29.00 to \$34.00 per hour (DOE/DOQ)

### **MVP Health & Vision Insurance:**

#### **Health:**

Platinum Plan – Premium paid at 90% by the Town, with employee contributing the remaining 10%; or

Gold 3 HDHP Plan – Premium paid 100% by the Town

(With either Plan, the Town also reimburses the employee for the first ½ of the annual deductible.)

#### **Vision:**

Vision 1 (Voluntary) Plan – Premium paid by employee

**NE Delta Dental Dental Insurance** – Premium paid 100% by the Town

**Reliance Standard Life and Long-Term Disability Insurance** – Premium paid 100% by the Town

**Retirement \*** – through the Vermont Municipal Employee’s Retirement System

**Vacation & Sick Leave Accrual** – 8 hours vacation & 8 hours sick time accrued each month (increases after 5 years of employment with the Town)

**Personal Leave** – 24 hours yearly (based on hire date)

**Paid Holidays** – 13 per year

**Gym Membership** – Free membership at the Shelburne Athletic Club for employees. Spouses, significant others, or family members living under the same roof are entitled to 25% off membership rates.

**Shelburne Museum:** Free admission to Shelburne Museum for the employee and immediate family.

**Shelburne Beach:** Free admission to Shelburne Beach for employees and immediate family.

\*For employees with a regular work schedule of 24 hours or more per week.

## **APPLICATION PROCESS**

Please submit your resume and employment application at <https://www.shelburnevt.org/237/Human-Resources> or contact Adam Backus, Town of Shelburne HR Manager, at (802) 985-5121, [abackus@shelburnevt.org](mailto:abackus@shelburnevt.org) or contact Andrew Kehl, the Chief of EMS at (802) 985-5125, [akehl@shelburnevt.org](mailto:akehl@shelburnevt.org).

***The Town of Shelburne is an equal opportunity employer that is committed to diversity, equity, inclusion, and a strong sense of belonging in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws. This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. The Town of Shelburne makes hiring decisions based solely on qualifications, merit, and organization needs at the time.***