



Primary Care Paramedic 087-23-2
Paramedic Services, Health Services
Part Time
Multiple Vacancies

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Wednesday, **Wednesday May 31, 2023**, for the Primary Care Paramedic with Paramedic Services, Health Services Department. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications accepted through <https://www.vscyberhosting.com/sixnations/>. **NO LATE APPLICATIONS ACCEPTED.**

Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.

JOB SUMMARY: The Primary Care Paramedic reports to and works under the direction and supervision of the Six Nations Paramedic Services Chief. The Primary Care Paramedic is Responsible for the initiation and provision of treatment, stabilization and safe transport of urgent and non-urgent patients via ambulance to the most appropriate medical facility while practicing within his/her scope of practice as a Primary Care Paramedic and adhering to all Ministry of Health and Long-Term Care, Six Nations Paramedic Services, Six Nations Health Services, Six Nations Elected Council and Centre for Paramedic Education & Research directives, policies and procedures.

To assist Manager and Supervisor in designing, developing, planning, implementing, and maintaining the Paramedic Service Program for the Six Nations Community and surrounding areas as part of the Six Nations Paramedic Services, Health Services Department of the Six Nations of the Grand River.

To support and promote the mission and values of Six Nations Paramedic Services and Six Nations Health Services. The Primary Care Paramedic works within the policies and procedures established by Six Nations of the Grand River.

Type	Part Time
Closing Date	May 31, 2023
Term	Permanent
Hours of Work	Variable
Wage	\$40.01 per hour

BASIC QUALIFICATIONS:

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.

- All paramedic/Advanced-Emergency Medical Care Assistant (A-EMCA) employees must meet the minimum standard for employment as set out in the Ambulance Act and Regulations (Part III, Qualifications of Emergency Medical Attendants and Paramedics).
- Successfully completed an Ambulance and Emergency Care program or a Primary Care Paramedic program at an approved College of Applied Arts and Technology.
- Possess a Ministry of Health and Long-Term Care, A-EMCA certificate.
- Must hold a valid class “F” driver’s license issued under the Highway Traffic Act that authorizes a person to drive an ambulance and clean driver’s abstract check.
- Must have a clean criminal record check including Vulnerable Sector screening search.
- Knowledge and understanding of the obligations set forth in the following:
 - Basic/Advanced Life Support Patient Care Standards
 - Ministry of Health and Long-Term Care regulations governing provision of Paramedic Services
 - Paramedic Medical Directives as set out by the Centre of Paramedic Education and Research
 - Operations/Policy & Procedures Manuals
- Must be successful in certification from Centre of Paramedic Education and Research Medical Director to perform manual defibrillation and administer symptom relief medications, initiate intravenous therapy and any other additional skills designated by the Base Hospital Program and Six Nations Paramedic Services or able to obtain certification as soon as possible after employment.
- Must be free from all communicable diseases as outlined in Ontario Reg. 558/91 (Specification of Communicable Diseases) and provide documentation to support.
- Must have a valid certificate signed by a physician that states the person is immunized against tetanus, diphtheria, hepatitis B, poliomyelitis, varicella, rubella, influenza or that such immunization is contra-indicated.
- Cardio-Pulmonary Resuscitation (CPR) certification at the Health Care Provider Level by an approved provider and will complete annual re-certification thereafter.
- Must be able to adhere to service uniform policy which includes wearing a respirator (N95) and other personal protective equipment.
- Physical strength, coordination and manual dexterity to perform patient extrication, lifting, carrying and positioning as well as treatment.

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: Online

1. Please visit: <https://www.vscyberhosting.com/sixnations/> to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which include:
 - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
 - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 - c. Copy of your education diploma/degree/certificate and transcript.

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3. If you have any questions or need assistance please reach out to Lesleigh Rusnak, Staffing Officer at 519-445-2223 ext 4343 or via email at StaffHR@sixnations.ca.

Method #2: GREAT – Applications must include all of the following:

1. Printed, filled in and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

Primary Care Paramedic – Part Time – 087-23-2
c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69, 16 Sunrise Court
Ohsweken, Ontario N0A 1M0

POSITION DESCRIPTION – HEALTH SERVICES

POSITION TITLE: Primary Care Paramedic (Part Time)

REPORTING RELATIONSHIP:

Reports to and works under direction and supervision of Six Nations Paramedic Services Chief.

PURPOSE & SCOPE OF THE POSITION:

Responsible for the initiation and provision of treatment, stabilization and safe transport of urgent and non-urgent patients via ambulance to the most appropriate medical facility while practicing within his/her scope of practice as a Primary Care Paramedic and adhering to all Ministry of Health and Long-Term Care, Six Nations Paramedic Services, Six Nations Health Services, Six Nations Elected Council and Centre for Paramedic Education & Research directives, policies and procedures.

To assist Manager and Supervisor in designing, developing, planning, implementing, and maintaining the Paramedic Service Program for the Six Nations Community and surrounding areas as part of the Six Nations Paramedic Services, Health Services Department of the Six Nations of the Grand River.

To support and promote the mission and values of Six Nations Paramedic Services and Six Nations Health Services.

To serve as a mentor to new paramedics.

DUTIES & RESPONSIBILITIES:

1. Technical Functions:

- Responsible for the initiation and provision of treatment, management and safe transport of urgent and non-urgent patients via ambulance to the most appropriate medical facility.
- Responsible for all medical interventions as certified by the Centre of Paramedic Education & Research and Six Nations Paramedic Services, including but not limited to, manual defibrillation, administration of symptom relief medications including auxiliary directives, initiation of intravenous therapy, and cardiac rhythm interpretation according to provincial and local standards and protocols.
- Performs duties related to the maintenance of equipment and supplies, and participates in maintaining a clean and safe work environment.
- Maintenance of regulatory and licensing requirements, as directed by the Ministry of Health and Long-Term Care.
- Attends all mandatory training programs.
- Participates in Continuing Medicine Education (CME) as required.

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- Participates in the training of Primary Care Paramedic and Advanced Care Paramedic students.

2. **Communication Functions:**

- Interacts with members of the health care team, allied agencies, the public and patients in a professional manner.
- May be required to participate as a member of the Occupational Health and Safety committee.
- Liaises with all departmental divisions, Ministry of Health and Long-Term Care (MOHLTC), Central Ambulance Communications Centre (CACC), fire service personnel, Police Officers, hospitals, community colleges, general public and other organizations on behalf of Six Nations Paramedic Services as directed.

3. **Administrative Functions :**

- Prepares various reports as required which includes, but is not limited to Ambulance Call Reports, Incident Reports, Vehicle Checklists, Unusual Occurrence Reports, Shift envelopes and any other reports deemed as necessary by Six Nations Paramedic Services and/or Ministry of Health and Long-Term Care.
- Assists in developing and delivering a Paramedic service program that is culturally relevant in conjunction with appropriate Six Nations Agencies.
- Adheres to Six Nations Elected Council, Six Nations Paramedic Services and Health Services policies and procedures.

4. **Other Functions:**

- Performs other job related duties as required by Chief, Deputy Chief and/or Supervisor.
- Provides support for the Six Nations Emergency Plan by ensuring awareness of the Emergency Plan and assistance as instructed by Chief, Deputy Chief and/or Supervisor as members of the Emergency Control Group or Emergency Site Manager.
- It is the responsibility of the employee to be aware of and adhere to all policies and procedures, including those that relate to client safety, staff safety and risk management.

WORKING CONDITIONS:

- Work as a public profile with public contact and may be subject to deadlines and interruptions.
- Work requires a lot of out of office contact.
- Work hours will be rotated around 12-hour shifts –days and/or nights or a 24 hour work cycle with a minimum of 8 hours rest period between shifts. May be subject for requests to work on short notice and/or unscheduled shifts.
- Work requires extensive physical activity and is subject to unscheduled over time.
- Will work without direct supervision.

WORKING RELATIONSHIPS:

With Management Team

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Receives direction, and guidance in providing day-to-day operations of Six Nations Paramedic Services.

With the Director of Health Services

Receives direction, guidance, encouragement; discusses plans and priorities.

With Other Staff

Promotes courtesy, cooperation and teamwork with all staff.

With External Agencies

Represents and promotes Six Nations interests relative to Paramedic Services.
Maintains awareness of legislative policy and program changes.
Seeks to develop close working relationships.

With the Public

Represents and promotes Paramedic Services and health interests of Six Nations.
Works in a courteous, co-operative and positive manner.

KNOWLEDGE SKILLS:

Minimum Requirements:

- All paramedic/Advanced-Emergency Medical Care Assistant (A-EMCA) employees must meet the minimum standard for employment as set out in the Ambulance Act and Regulations (Part III, Qualifications of Emergency Medical Attendants and Paramedics).
- Successfully completed an Ambulance and Emergency Care program or a Primary Care Paramedic program at an approved College of Applied Arts and Technology.
- Possess a Ministry of Health and Long-Term Care, A-EMCA certificate.
- Must hold a valid class “F” driver’s license issued under the Highway Traffic Act that authorizes a person to drive an ambulance and clean driver’s abstract check.
- Must have a clean criminal record check including Vulnerable Sector screening search.
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- Cardio-Pulmonary Resuscitation (CPR) certification at the Health Care Provider Level by an approved provider and will complete annual re-certification thereafter.
- Must be able to adhere to service uniform policy which includes wearing a respirator (N95) and other personal protective equipment.
- Physical strength, coordination and manual dexterity to perform patient extrication, lifting, carrying and positioning as well as treatment.

Other Related Skills:

- Exceptional interpersonal skills: courtesy, tact, compassion and empathy.
- Well-developed communication skills, both written and verbal communication skills.
- Good knowledge of the Six Nations Community and highly sensitive to Six Nations culture.

IMPACT OF ERROR:

Errors in judgement and in the conduct of duties could lead to the loss of credibility, poor public relation, confusion, duplication of effort and misinformation being given to Paramedic Management Team, Director of Health Services, Human Services Committee, Six Nations Elected Council, Governmental Agencies and the public.

CONTROL:

Guiding principles set by Health Services Department and Six Nations Elected Council. Works within the administrative policies and procedures established by the Six Nations Elected Council for the Health Services Department and other legislation provided by the respective governments.