



THE CITY OF SAN DIEGO

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Announces an Employment Opportunity



Medical Education Manager

San Diego Fire-Rescue Department

An Equal Opportunity Employer – Committed to Valuing Diversity

Medical Education Manager
San Diego Fire-Rescue Department
Approximate Starting Salary: \$65,000 to \$79,000 annually,
depending upon qualifications and experience

THE CITY:

San Diego is the nation's seventh largest city with a diverse population of over 1.2 million residents and a land area of 342 square miles. The City is both a major tourist destination and an international trade center. There are 17 miles of coastline extending three miles off shore along Pacific Ocean beaches. In addition, there are two beautiful bays including 4,200 acres around Mission Bay Park. Despite its size, San Diego continues to have a comfortable small town atmosphere. Pleasant Weather Rating Service Poll voted San Diego as having the best year-round weather in the nation and second best in the world.

San Diego's military-based economy has diversified during the past two decades and includes significant growth in high-tech research and manufacturing, bio-tech, tourism and service businesses. Additional growth has resulted from adapting defense technologies to market-based products and during this period over 43,000 new jobs have been created in San Diego.

Because of San Diego's proximity to Mexico, the region is becoming increasingly bicultural and the City is one of the most ethnically and culturally diverse places in the nation. San Diego residents have come from all parts of the world and speak more than 100 languages. San Diego has a young population, with approximately 56 percent of its citizens under 35 years of age. San Diego is also one of the safest big cities in the United States and the healthcare system in the region is among the best in the nation.

The region is home to six professional sports teams: the Chargers (football), the Padres (baseball), the Sockers and Flash (soccer), the Gulls (ice hockey) and the Stingrays (basketball). The arts – music, dance, opera, art, film and museums – are abundant and include the San Diego Opera, the Civic Light Opera, the Master Chorale, the Chamber Music Society, the La Jolla Playhouse and the Old Globe Theater. Museums include the Museum of Art, Natural History Museum, Aerospace Museum and the Space Theater and Science Center. Other famous attractions include Sea World, the San Diego Zoo, Legoland California, Old Town State Park, Birch Aquarium at Scripps, Del Mar Thoroughbred Racetrack and Cabrillo National Monument.

San Diego is also a center for education and research, with both public and private colleges and universities. The University of California at San Diego (UCSD), San Diego State University (SDSU), and the University of San Diego (USD) are three major universities in the City. In addition, there are ten community colleges located throughout San Diego County and 540 public K-12 schools. The City of San Diego has the highest percentage of college graduates of any city in the country, with one in four residents holding a college degree.

The City of San Diego operates under a Council-Manager form of government. The City's Fiscal Year 2003 total budget is approximately \$2.1 billion, with over 11,000 highly dedicated full-time City employees. Additional information about the City of San Diego can be obtained on the City's website: www.sandiego.gov.

THE DEPARTMENT:

The San Diego Fire-Rescue Department (SDFD) protects the life and property of San Diego area residents and visitors through a variety of safety services. Serving an area of approximately 331 square miles, with a resident population of 1.2 million, SDFD includes 44 fire stations, a communication center, apparatus and equipment repair facilities, a training facility, 11 permanent lifeguard stations and 50 seasonal lifeguard towers. Fire suppression, emergency rescue, arson investigation, explosives disarmament, disaster preparedness, fire safety inspection and education programs, emergency medical transport, equipment and facilities maintenance, waterway and swimmer safety and the operation of fire communications are the major activities performed by the department. SDFD's FY 2003 operating budget is \$127.7 million, with 1,254 dedicated employees.

In 1997, the City of San Diego entered into an agreement with Rural/Metro of San Diego, Inc. forming San Diego Medical Services Enterprise, LLC (SDMSE) for the provision of emergency advance life support (ALS) and non-emergency medical transportation to the citizens and visitors of San Diego. The SDFD Firefighter/Paramedic ranks also grew in 1997 to include a Firefighter/Paramedic on every engine at the City's 44 fire stations. In addition to SDMSE's service of the 9-1-1 medical transportation needs, a critical care transport (CCT) and basic life support (BLS) interfacility and special events business developed. Currently SDMSE provides ALS, BLS and CCT within San Diego as well as independent contracts for 9-1-1 services in the County Service Area (CSA) 17 in north coastal San Diego County and the San Diego Airport, Sharp Healthcare and Palomar/Pomerado Healthcare Systems.

THE POSITION:

Under the general direction of the Deputy Chief, Emergency Medical Services (EMS) Division, the Medical Education Manager will provide increased focus on the medical education of all nurses, paramedics and emergency medical technicians (EMT) providing emergency medical care to the citizens of San Diego. The Medical Education Manager will be responsible for fieldwork involving drills, performance evaluations and in-ambulance observation. The Medical Education Manager will be responsible for the administration of the medical training program for all San Diego Fire-Rescue and Rural/Metro of San Diego employees.

The Medical Education Manager will be responsible for the development for SDMSE's EMT, CCT nurses and paramedics training programs; EMT curriculum development, nurse and paramedic continuing education; managing instructors of SDMSE-sponsored EMT, nurse and paramedic level courses; attending meetings with managers and staff from other fire agencies, colleges, County of San Diego EMS and State EMS Authority to coordinate regional emergency medical care education criteria and skills testing development; establishing strategies, policy and processes for the effective implementation of medical training of employees to ensure all regulatory requirements are being met.

QUALIFICATIONS:

The ideal candidate will be a currently certified California Registered Nurse with Quality Assurance/Quality Improvement experience in the pre-hospital setting; have experience developing training programs which educate various levels of clinical personnel; have proven leadership and management skills, be development oriented with staff, and open to new ways of providing excellent customer service. The ideal candidate will have demonstrated the ability to collaborate with quality assurance and clinical staff to assess educational needs of the workforce, and develop materials/methods to meet those needs; possess outstanding interpersonal skills, a track record of increasing effectiveness and efficiencies, excellent business and political acumen, effective communication skills, and will have demonstrated appreciation for the value of diversity in creating high performing teams. Candidates must be able to meet background standards determined appropriate by the Department for this position. This position requires an emphasis on customer service and the ability to deliver consistently on a variety of demands from the public, department management and decision makers.

Any combination of education and experience that demonstrates these skills and the abilities may be qualifying. A typical way to demonstrate these qualifications would be: a bachelor's degree in Nursing, and four years' progressively responsible public or private sector nursing, emergency department, pre-hospital or quality assurance/quality improvement experience. Experience with a California EMS pre-hospital/hospital system is very desirable.

SELECTION PROCESS:

To be considered for this position, please submit three (3) copies of your current resume, letter of interest highlighting your relevant experience, a copy of your current nursing and related certificates and a list of three work-related references (telephone and mailing address required) **no later than 5:00 p.m., Friday, March 21, 2003** to: **Alfredo Lopez, Assistant to the Director, Human Resources Department, 1200 Third Avenue, Suite 1316, San Diego, California, 92101-3869, Mail Station 56L**, in an envelope marked *Confidential: Medical Education Manager - San Diego Fire-Rescue Department*. A limited number of candidates will be invited to participate in an interview process, anticipated to occur in late March or early April, 2003.



Human Resources Department
1200 Third Avenue, Suite 1316
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92101-3869

