FULTON COUNTY
EMERGENCY MANAGEMENT OFFICE
ANNOUNCES THE FOLLOWING:

EMS COORDINATOR
(HELP PROGRAM)

FULTON COUNTY RESIDENCY IS REQUIRED

Notice of recruitment:
The County is seeking qualified, non-retired applicants for this position. Interested candidates must meet the applicable minimum qualifications and special requirements.

2026 Salary: $53,110 per year

TYPICAL WORK ACTIVITIES (Illustrative but not exhaustive):

Develops and coordinates a county-wide emergency medical service program including a comprehensive plan for mass casualty and emergency medical disaster situations;
Develops and implements policies and procedures for emergency medical services including Fulton County's Mutual Aid Plan, Mass Casualty Incidents, training programs, etc. as well as the preparation of policies and procedures for the operation of a county-wide fly car or ambulance system to ensure guidelines are already in place if the County deems it necessary;
Establishes policies and procedures for firefighter and other first responder physical evaluations and rehabilitation on fire scenes, hazardous materials scenes, etc and coordinates the rehabilitation services on emergency and non-emergency scenes utilizing County equipment and volunteer manpower including but not limited to Deputy EMS Coordinators, Volunteer EMS providers, Volunteer Firefighters and other qualified personnel;
Acts as liaison between Fulton County and Emergency Medical Services agencies;
Coordinates and oversees all contracts with agencies providing emergency medical services in Fulton County to ensure contract compliance;
Coordinates with private, public and voluntary emergency medical services providers to improve emergency services, such as, scheduling and/or instructing educational programs, training, drills and exercises;
Responds to a variety of predetermined emergency medical calls;
Acts as Emergency Medical Services command as part of the Unified Command System;
Obtains and manages any State and/or Federal Emergency Medical Services grants;
Attends meetings, conferences and professional workshops related to emergency medical services;

Orders and maintains Fulton County's emergency medical services supplies and equipment including the Mass Casualty Incident trailer;
Inspects all County AED's as outlined by the manufacturer and intervals established by County policy;
Provides First Aid and CPR/AED training classes for Fulton County Departments;
Prepares and maintains a variety of emergency medical services records.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

MINIMUM QUALIFICATIONS: Graduation from high school, possession of a high school equivalency diploma, or a high school individual education plan diploma and five years of paid experience as an Emergency Medical Technician – Critical Care or Emergency Medical Technician – Paramedic, two years of which must have been in a supervisory capacity.

SPECIAL REQUIREMENT:

1) Candidates must possess and maintain certification as an approved Emergency Medical Technician – Critical Care or Emergency Medical Technician – Paramedic issued by the New York State Department of Health.

2) Candidates are required to possess and maintain certification as a CPR and AED Instructor.

3) Candidates are required to possess and maintain a valid New York State Driver's License Class D or higher.

Applications should be filed with the
Fulton County Personnel Department
1 East Montgomery Street
Johnstown NY 12095
(518) 736-5574

They can be found on our website at www.fultoncountyny.gov.