Sierra – Sacramento Valley Emergency Medical Services Agency

Regional Executive Director
John Poland, Paramedic

Medical Director
Troy M. Falck, MD, FACEP, FAAEM

JPA Board Chairperson
Sue Hoek, Nevada County Supervisor

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Serving Butte, Colusa, Glenn, Nevada, Placer, Shasta, Siskiyou, Sutter, Tehama, & Yuba Counties

JOB POSTING FOR THE POSITION OF:
EMS SPECIALIST

Salary Range: $41.31 - $50.21 hourly ($85,925 - $104,442 annually)
Salary Based on Applicable Experience
Additional Educational/Paramedic Pay: $200/pay period ($5,200 annually)

The Sierra-Sacramento Valley EMS Agency is accepting applications for the Regular Full-Time EMS Specialist position. Please see the attached job description for additional position details/information.

Please use the following link to apply and submit your current resume:

- **https://www.ssvems.com/s-sv-ems-specialist-job-application/**

Point of contact and/or questions can be sent to Patrick Comstock, Deputy Director.

- Patrick.Comstock@ssvems.com
- 916-625-1714

Applications will be accepted until 4:00 pm on Monday, December 7, 2026

S-SV EMS Agency Job Description

EMS Specialist

POSITION DETAILS	
Work Schedule: Normal Business Days/Hours (9/80 schedule available)	
Work Location: Rocklin, CA – mostly in office with some remote work allowed	
FLSA Status: Non-Exempt	**Job Status:** Regular Full-Time
Compensation Type: Hourly Rate	**Travel:** Occasional
Reports To: Deputy Director	**Positions Supervised:** None

Minimum Qualifications

- Current/valid Class C California Driver's License.
- Associate's degree or equivalent education/experience in EMS or a related field.
- Current California paramedic license, with minimum three (3) years paramedic experience.
- Knowledge/experience in EMS/healthcare data systems and data analysis preferred.

Other Requirements & Notices

- All employees are required to maintain a permanent residence within 100 road miles, along any designated roadway in whichever direction, from their regularly assigned work location.
- Requires occasional travel, with applicable IRS mileage reimbursement.
- May require occasional overtime hours, calculated at 1½ hours CTO for every hour accrued.
- Requires some lifting of up to 20 lbs., bending, stooping and computer work.
- Participation in CalPERS retirement/pension is mandatory.
- Benefits include 100% S-SV EMS Agency paid employee/50% S-SV EMS Agency paid dependent health insurance. 100% S-SV EMS Agency paid employee/dependent dental insurance, vision insurance, life/AD&D insurance, long term disability insurance, and EAP. Two (2) weeks' vacation the first three (3) years (then increasing), and 14 days/year of sick leave. 14 holidays observed.

POSITION SUMMARY

The EMS Specialist is responsible for coordinating/assisting with Local Emergency Medical Services Agency (LEMSA) duties and responsibilities, including EMS critical/specialty care program and EMS quality management activities. This position requires a competent individual with the following skills:

- Strong interpersonal, verbal, and written communication skills.
- Ability to work independently, make decisions/recommendations to promote problem solving.
- Knowledge of EMS systems and the functions/responsibilities of EMS system participants.
- Knowledge of EMS theory, practice, and trends, including critical/specialty care programs.
- Proficiency with Microsoft Office computer programs.
- Knowledge/experience with EMS/healthcare data systems and data analysis preferred.

S-SV EMS Agency Job Description

EMS Specialist

ESSENTIAL POSITION FUNCTIONS

Reasonable Accommodations Statement

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Essential Functions

The EMS Specialist is expected to perform the following duties/responsibilities in an efficient and competent manner:

- Coordinate S-SV EMS critical/specialty care programs/committees, under the direction/ assistance of the Regional Executive Director, Deputy Director, and Medical Director.
- Assist with EMS quality management duties/responsibilities.
- Review, analyze, and communicate/present EMS and specialty care patient registry data as required by applicable statutes/regulations and S-SV EMS policies/procedures.
- Act as a liaison to EMS system participants and attend EMS system meetings.
- Communicate effectively with prehospital and hospital EMS system participants, including leadership representatives.
- Participate in EMS critical/specialty care hospital provider site visits and committees.
- Perform other duties as directed.

The EMS Specialist is expected to have excellent written and verbal communication skills, be a problem solver, work independently and foster positive relations between S-SV EMS, external organizations, and the public.