

Broome Volunteer Emergency Squad Director of Operations

Agency

Broome Volunteer Emergency Squad is an agency which utilizes both volunteer and career staff. The agency serves multiple suburban and rural towns north and east of the City of Binghamton, NY. It has 6 ambulances and runs 2 crews 24/7, one in the City of Binghamton and one in Lisle, NY. Average annual call volume is over 4,000 calls.

BVES has approximately 50 employees and 15 volunteers. Its annual budget is in excess of one million dollars. BVES is a fee for service agency and an authorized Medicare and Medicaid provider.

Responsibilities

- Assuring the agency meets all state and regional regulatory requirements
- With the Assistant D.O. managing the day to day operations of the organization
- With the Treasurer, drafting and managing the annual budget
- Purchasing and maintaining ambulance vehicles
- Working with the billing agency to maximize revenue
- Working with the Board to solicit grants
- Working with the Board to develop and implement a long range strategic plan for the agency
- Representing the agency at inter agency meetings and coordinating operations with the County EMS Coordinator and other agencies as needed.

Qualifications

- Minimum AS /AA degree with a BA/BS preferred
- Certification as an Advanced EMT (Paramedic or Critical Care)
- 5 years EMS experience preferred
- Minimum of 2 years management or supervisory experience

Applications will be accepted until 7/17/2011

Applications may be emailed to csimpson@stny.rr.com

Or mailed to Carla Simpson, President

Broome Volunteer Emergency Squad

718 River Rd.

Binghamton, NY 13901