



**Position Open Notice**  
**EMT Skills Instructor**  
**Part-time**  
Thatcher, Arizona

**College and Area Information:**

Eastern Arizona College's District Offices are located in Thatcher, Arizona, a beautiful rural area with easy access to arid as well as mountainous recreation. The College is located approximately 125 miles northeast of Tucson and 165 miles southeast of Phoenix. EAC is a comprehensive community college offering five associate degrees across nearly 50 programs of study. Eastern Arizona College is the oldest member of the Arizona Community College system and is fully accredited by The Higher Learning Commission.

**Position Summary and Organizational Relationship:**

The EMT Skills Instructor position reports to the EMT course faculty and is responsible for providing hands-on instruction, demonstration, evaluation, and remediation of emergency medical technician (EMT) skills in accordance with current EMS education standards and program requirements. The instructor works with course faculty and lead skills instructors to facilitate skills laboratory sessions, prepare students for clinical and field experiences, and evaluate student competency through objective skills assessments. This is a part-time position generally consisting of no more than 19.5 hours per week as scheduled by the supervisor.

**Required Qualifications:**

Required qualifications to effectively perform job. An equivalent combination of education, training, and experience will be considered.

- Current Arizona certification or licensure as an Emergency Medical Technician (EMT) or higher-level EMS provider in good standing.
- Minimum of two (2) years of field experience as an EMT, Advanced EMT, or Paramedic.
- Completion of a 24 hour EMS instructional methodologies course or equivalent.
- Completion of at least one semester of volunteer or contracted EMS skills instruction experience in an approved EMS education program.
- Demonstrated ability to teach and evaluate psychomotor skills in a laboratory or clinical setting.
- Demonstrated knowledge of EMS equipment, supplies, patient care procedures, and laboratory safety practices.
- Experience maintaining equipment, inventory, or instructional materials.
- Ability to effectively communicate and work with students, faculty, staff, and members of the public.
- Proficiency with Microsoft Office 365 and basic computer applications.

**Preferred Qualifications:**

- Associate's degree or higher in Emergency Medical Services, Fire Science, Healthcare, Education, or a related field.
- Previous teaching, skills instruction, preceptor, or training experience in EMS.
- Arizona EMS Instructor or EMS Educator certification, if applicable.
- Experience teaching in a community college or post-secondary setting.
- Experience with simulation-based learning and student skills assessments.
- Experience maintaining EMS laboratory equipment and supplies.
- Current Basic Life Advanced Cardiovascular Life Support (ACLS), Pediatric Advanced Life Support (PALS), or other relevant instructor certifications.

**Essential Functions:**

- Teach EMT skills laboratories, skills rotations, and hands-on practical instruction.
- Assist EMS instructors with classroom, laboratory, and simulation instruction.
- Prepare demonstrations, learning stations, equipment, and instructional materials for laboratory activities.
- Supervise students during skills practice, simulations, and competency evaluations.
- Evaluate student psychomotor skills and provide constructive feedback and remediation as needed.

- Monitor student progress and assist with preparation for certification and skills examinations.
- Maintain the EMT skills laboratory, including equipment, supplies, inventory, and a safe learning environment.

### **Knowledge, Skills and Abilities:**

May be representative, but not all-inclusive, of those knowledge, skills, and abilities commonly associated with the job.

- Knowledge of current Emergency Medical Services (EMS) principles, patient care practices, and Arizona EMS regulations.
- Knowledge of EMT curriculum, psychomotor skills, and competency-based instruction.
- Knowledge of safety practices, infection control procedures, and the proper use of EMS equipment and supplies.
- Ability to effectively demonstrate, teach, and evaluate EMT skills in laboratory and simulated clinical settings.
- Ability to provide constructive feedback, coaching, and remediation to students.
- Strong organizational skills with exceptional attention to detail.
- Ability to effectively organize, prioritize, and manage multiple tasks in a fast-paced learning environment.
- Excellent verbal and written communication skills with the ability to interact effectively with students, faculty, staff, and community partners.
- Ability to establish and maintain positive working relationships with a diverse internal and external audience.
- Ability to maintain confidentiality and handle sensitive information in accordance with College policies and applicable regulations.
- Proficiency with Microsoft Office 365, instructional technology, and general office equipment.
- Ability to work independently while contributing effectively as a member of the EMS instructional team.
- Commitment to student success, professionalism, and continuous learning.

### **Physical Abilities:**

Activities commonly associated with the performance of the functions of this job. The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

- Required to use close vision and be able to focus.
- Regularly required to talk and hear; frequently required to sit, stand and bend at the knee and waist, and walk.
- Must be able to have repetitive wrist, hand and/or finger movement to type and work on computer.
- Must have finger dexterity and hand-eye coordination to work on computer, telephone, and related office equipment.
- Regular attendance is a necessary and essential function.
- Work is performed in an office environment.
- Subject to standing, walking, sitting for extended periods of time; bending, reaching above the shoulders and horizontally to retrieve files and supplies; kneeling and occasional lifting of objects up to 15 pounds.

### **Working Environment:**

Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- Work is performed in an office environment under general office conditions.
- Exposed to moderate noise levels.

### **Application Information:**

Applicants should send a resume, a cover letter addressing each of the required qualifications and describing experience related to the position responsibilities, a signed copy of the EAC application form, available on EAC's website ([EAC Application Form](#)) and a copy of their current Arizona EMT certification or higher-level EMS provider certification or license in good standing. Application materials can be emailed to [careers@eac.edu](mailto:careers@eac.edu) or mailed to the address listed below:

Eastern Arizona College  
Human Resources – SS 209  
615 N. Stadium Avenue  
Thatcher, AZ 85552-0769

**The submission of all required application materials for the screening committee's review is the responsibility of the applicant. Applicants must be prepared to interview at their own expense.**

### **Closing Date:**

The position is open until filled. Review of applications will begin immediately and continue until the successful candidate is identified.

**Compensation and Position Availability:**

The initial position compensation is **\$25.85 per hour**. The anticipated position start date is as soon as practical once the successful candidate is identified.

**Questions:**

Human Resources Department

Voice: (928) 428-8915

FAX: (928) 428-2580

E-mail: [Careers@eac.edu](mailto:Careers@eac.edu)

**EASTERN ARIZONA COLLEGE IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

Eastern Arizona College is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and does not discriminate on the basis of race, creed, color, national origin, disability, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, educational services, programs and activities.

Eastern Arizona College complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S. Code § 1092(f) and the Higher Education Opportunity Act of 2008, by distributing an Annual Security and Fire Safety Report. The report is intended to inform the campus community of campus safety information, Clery Act crime statistics, on-campus housing fire data and statistics, and policies and procedures relating to sexual violence, emergency response, and other safety factors. A copy of EAC's Annual Security and Fire Safety Report can be found at <https://eac.edu/student-life/campus-safety.php>. A paper copy of the report will be provided upon request at EAC's District Office, located at 615 N. Stadium Avenue, Thatcher, AZ.

A daily crime log listing all criminal and alleged criminal incidents reported to campus police/security is available on-site, during normal business hours, at the EAC Police Department, located at 620 N. College Avenue, Thatcher, AZ.

A fire log containing all reported fires that occurred at any of EAC's on-campus student housing facilities is available during normal business hours at the Housing Office, located at 900 N. College Avenue, Thatcher, AZ.