



Virginia Beach Department of Emergency Medical Services



**JOB DESCRIPTION**

**SPECIAL OPERATIONS CAPTAIN – MARINE RESCUE TEAM**

**I. SUMMARY POSITION DESCRIPTION:**

Manages and directs the Marine Rescue Team and associated resources for the Department of Emergency Medical Services; does related work as required.

**II. CRITICAL ELEMENTS OF PERFORMANCE:**

Manages and directs the Marine Rescue Team; controls and directs personnel resource allocation on a daily basis; ensures that all departmental policies, rules and regulations are understood and adhered to by team members; meets and confers with his/her brigade chief and other supervisors within the department and allied public safety agencies on a regular basis to discuss activities, operations, concerns and procedures; formulates and institutes procedures for the coordinated delivery of marine rescue services; and establishes cooperative relationships with all personnel.

**III. PERFORMANCE STANDARDS:**

Ensures that staffing remains commensurate with manpower with his/her squad; completes evaluations on pilot projects in a timely manner; meets normal deadlines as prescribed by the EMS Chief; organizes supervised work units so that resource shortages and scheduling conflicts are avoided; demonstrates comprehension of issues or problems and makes decisions accordingly; communicates clearly and precisely both orally and in writing; works well with volunteers and career staff.

**IV. KNOWLEDGE-SKILL-ABILITY REQUIRED TO PERFORM SATISFACTORILY:**

**A. Knowledge:**

1. Knowledge of administration and operational principles, techniques and practices of emergency medical services.
2. Knowledge of laws, regulations, and ordinances pertaining to emergency medical services.

**B. Skill:**

1. Skill to perform the duties required of Marine Rescue Team member.
2. Skill to communicate effectively both orally and in writing.

**C. Ability:**

1. Ability to direct the activities of the Marine Rescue Team.
2. Ability to work well with volunteers and career staff.
3. Ability to establish and maintain cooperative relationships.
4. Ability to motivate team to achieve department goals and staffing objectives.

**V. MINIMUM QUALIFICATIONS:**

**A. Education:**

Graduation from a high school, or possess a GED, and supplemented with technical level courses in emergency medical services; must possess previous supervisory experience; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

**B. Past Performance:**

Due to the increased responsibility associated with promotions, one must have demonstrated the ability to comply with departmental rules, regulations, and procedures. Therefore, all candidates should be free from corrective action in order to be considered for promotion by the Chief of EMS or his designee.

**VI. ADDITIONAL QUALIFICATIONS:**

- A. Must possess a valid vehicle operator's permit.

**VII. PREFERENCES:**

- A. Although the Marine Rescue Team rarely provides direct patient care, on a regular basis, it is strongly encouraged the Captain has an EMT-B certification. Or has a working knowledge and skills to provide basic patient care.
- B. Certification as a Diver is preferred.
- C. Certification and experience as a small boat operator is preferred.

## **V. SELECTION:**

This position is an appointed position and serves at the pleasure of the EMS Chief. The selection to this position will occur as designated by the EMS Chief or his designee.

**Last Update**  
2/3/2015