



IEMS Operations Supervisor Application

Prospective Supervisor-

Thank you for taking the time to apply and the effort to become an IEMS supervisor. Supervisors are a vital asset to Operations and IEMS and carry out many duties and responsibilities.

Qualifications

- 1) All IEMS supervisors must hold a current and valid CPR card. Either an American Heart Association HeartSaver or American Red Cross CPR for the Professional Rescuer will satisfy this requirement.
- 2) All IEMS supervisors must hold a current and valid State of Illinois EMT-B, EMT-I, or EMT-P license.

There are two ranks of supervisors you are applying for: Weekly Supervisor, and field supervisor (football). Command Post Supervisors (football) will be appointed by the Operations Department. To train as a football supervisor you will have to be enrolled as a weekly supervisor as well. Weekly supervisors bear the most responsibility because they have to get events staffed, assure equipment gets to the events (working along with the Equipment Officer), make sure members attend the event on time and are in the correct uniform, assure calls run smoothly, and take care of equipment and dismissal at the end of events. There will be two weeks assigned to you where you will be the supervisor. For a more detailed account for weekly supervisor, refer to the supervisor policy packet in the bulletin board in the IEMS Office (258 Illini Union).

Job Responsibilities of field supervisors entails acting as a supervisor of EMS teams at Memorial Stadium. The field supervisor is responsible for responding to calls in and around the stadium when dispatched by command. The supervisor is also responsible for taking over all radio traffic once on scene and is there to ensure proper patient care. He/she is also responsible for coordinating all efforts when outside agencies are employed (police, Pro/Arrow ambulance, etc.). Once accepted for a field supervisor position, the candidate will go through a training process. The process involves supervising at least three football games with an experienced field supervisor. You will gain knowledge regarding the layout of the stadium and procedures followed when

responding to calls. After the three game period, a final decision will be made as to your status. An individual may be released to run as an official field supervisor, may be required to complete more training or may be dismissed as a candidate for a field supervisor position. Command Post entails working up in the unified command post with one experienced Command Post Supervisor. These two people are responsible for dispatching IEMS teams throughout the stadium to emergency calls. The Command Post staff must be able to work effectively with representatives from local fire, ambulance, police, METCAD, and the Department of Intercollegiate Athletics. After acceptance as a command post candidate, you will go through a training process that involves working with an experienced command post individual. The training process will consist of at least two games working up in the command post. After the two game period, a final decision will be made as to your status. An individual may be released to work up in the command post, may be required to complete more training or may be dismissed as a candidate for a command post position.

All field and/or command post supervisors must be available to work all of the fall football games, with the un-guaranteed possibility of one excused absence.

The application process will be a semester long process. You must have this application completed into the Director of Operations mailbox no later than **April 23, 2008 5pm!** **No late applications will be accepted!** Oral interviews will be held after the application deadline. You will receive an email with your interview time. The interview will be with the Operations Department and current supervisors. You will be required to be a good standing EMT in IEMS by the interview. After you submit your application, you will be contacted to arrange a time for your interview. Supervisors will be chosen by the Operations Department and the Operation's supervisors with a final vote and decision made by the executive board. You will then be notified whether or not you got the position.

If at any point you have any questions, feel free to contact me by email at kblooms2@uiuc.edu

Thank you again for your interest and time,

Kurt Bloomstrand
Director of Operations
Illini Emergency Medical Services



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Note: Football supervisors will also be required to function as weekly supervisors

Name (Last, First, M.I.) _____

Local Address _____

City _____ State _____ Zip _____

Local Phone Number _____

Email Address _____

Information Section:

Year in School _____

Number of Years in IEMS (including present year) _____

Current Level of EMT Certification _____

Number of Years as an EMT _____

List Additional Certifications _____

Approximate number of Illini football games worked for IEMS (total) _____

Approximate number of hours worked for IEMS this semester (fall) : _____

Please list different events you have worked for IEMS (ie: Krannert, Vball, Tennis, etc.) _____

Please describe any leadership experience you might have (examples) _____

In your opinion, how do you feel you react under pressure (in reference to making decisions, taking charge, taking an incident and creating order out of it)? Explain: _____

After filling out this application, place in the VP Operations mailbox.. This application is due April 23, 2008 by 5pm. You will be contacted via e-mail with your interview time on the. If you have any questions please contact, Kurt Bloomstrand kblooms2@uiuc.edu