



Chief of Paramedic Services – 188-26-5
Paramedic Services, Wellbeing

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Wednesday, **October 28, 2026**, for the **Chief of Paramedic Services** with **Paramedic Services, Wellbeing**. The Six Nations of the Grand River Application for Employment Form, Job Posting, and Job Description are available for printing from the www.greatsn.com website. Online applications are accepted through [My Job Search](#). **NO LATE APPLICATIONS ACCEPTED.**

Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.

JOB SUMMARY:

PURPOSE & SCOPE OF THE POSITION:

To assist the Director in the performance of statutory, advisory and operational duties related to Six Nations Paramedic Services. Support the provision of services with care, integrity and accountability through effective planning, efficient use of human, physical and financial resources in compliance with the Ambulance Act and relevant regulations and legislation. Participates in leadership, emergency and capital planning, budgeting, equipment and asset management, monitors outcomes, develops improvement initiatives and reviews, evaluates and develops policies and procedures.

Type	Full-Time
Closing Date	October 28, 2026
Hours of Work	40 hrs/week
Wage	Min. \$127,088/yr

*A competitive compensation package will be offered commensurate with qualifications. *

BASIC QUALIFICATIONS:

- Possess current certification status of an Advanced Emergency Medical Care Attendant (A/EMCA), per qualifications established in The Ambulance Act of Ontario with preferred minimum two (2) years related supervisory experience.
- Current certification with CPER – Base Hospital, or willing to acquire certification.
- Comprehensive technical knowledge and understanding of land ambulance processes, quality assurance/improvement, paramedic staffing/resources, health and safety best practices.

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.

- Experience and understanding of emergency preparedness, policy and program development, budget administration and program evaluation.
- Proficient computer skills and the ability to work in a computerized environment.
- Demonstrated communication, collaboration and interpersonal skills to develop and maintain positive and effective working relationships and foster a positive work environment.
- Knowledge and understanding of legislation and regulations necessary to carry out functions of the job, including but not limited to The Ambulance Act of Ontario, Ontario Occupational Health and Safety Act.

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: Online

1. Please visit: [My Job Search](#) to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which includes:
 - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualify you for this position.
 - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 - c. Copy of your education diploma/degree/certificate and transcript.
3. If you have any questions or need assistance, please reach out to **Kalvin Egan**, HR Business Partner at 519-445-2223 ext. 5721 or via email at HRBP5@sixnations.ca.

Method #2: GREAT – Applications must include all of the following:

1. Printed, filled in, and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualify you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

Chief of Paramedic Services – 188-26-5
 c/o Reception Desk
 Grand River Employment & Training (GREAT)
 P.O. Box 69, 16 Sunrise Court
 Ohsweken, Ontario N0A 1M0

POSITION DESCRIPTION

POSITION TITLE: **Chief – Paramedic Services**

REPORTING RELATIONSHIP:

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Reports to and works under the direction and supervision of the Primary and Clinical Care Senior Manager.

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DUTIES & RESPONSIBILITIES:

1. Technical Functions:

- Overall responsibility to the Ministry of Health-Emergency Health Services Branch, Central Ambulance Communications Centre and Hamilton Health Sciences Corporation – Centre for Paramedic Education and Research, Base Hospital Program.
- Planning and evaluation of asset management.
- Promote safe work practices as they relate to job responsibilities and work environment in line with Occupational Health and Safety Act.
- Preventive maintenance activities
- Evaluation and audits as required
- Maintains all relevant certifications as per the Ministry of Health and Six Nations Paramedic Services.
- On regularly scheduled basis, undertake the responsibilities of Duty Officer.

2. Communications Functions:

- Continuous lobbying for additional staffing, training and operational issue resolution, with the Ministry of Health, Six Nations of the Grand River Elected Council and the Director, to ensure the service is meeting the needs of the community.
- Act as a resource, advisor and/or liaison for the Director, executive leadership team, other departments, community or external organizations.
- Provide interpretation and ensure compliance with relevant legislation and policies.
- Ensure crew are aware and understand legislative and policy changes.
- Organize and coordinate stakeholder meetings to ensure continuous involvement and input into operational issues affecting the EMS system
- Preparation of presentations, reports and recommendations as required.
- Champion an environment of supportive work relationships within the organization.
- Initiating and investigating complaints that may arise internally and externally.

3. Administrative Functions :

- Designs, develops and maintains a culturally relevant ambulance service in conjunction with appropriate stakeholders.

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- Develops, maintains and ensures compliance with program policy and procedures.
- Identify trends, issues and core needs for a responsive EMS system.
- Coordinate and monitor EMS response times to ensure compliance.
- Prepares the Service Planning, Financial and Operational Reports as necessary or internal and external agencies as required.
- Ensures that all Ambulance Call Reports and Incident/Occurrence Reports are distributed to the Paramedic Base Hospital Program for Peer Review and that there is a mechanism in place to ensure that all the reportable incidences are completed appropriately.
- Manage the Six Nations Paramedic Service leadership team. Provide feedback and professional development opportunities.
- Maintains training records for all staff in accordance with the Ministry of Health.
- Ensure and oversee In-Service orientation and annual training.
- Oversees maintenance of the paramedic base and control of supplies and equipment.
- Regular meeting attendance as required.
- Develops and maintains a database to monitor staffing, call volumes, response times, vehicle maintenance and any other databases that may be required operationally.
- Financial literacy to support preparation, administration and monitoring of the budget.
- Policy and procedure development

4. Other Functions:

- Performs other job-related duties as required by the Director.
- Availability to respond 24/7 on a rotating basis, as necessary.
- Support and promote the Six Nations Emergency Measures Plan. Provide assistance to the Emergency Control Group or Emergency Site Manager as needed.
- Be an active member of any designated department or organizational committees as assigned.
- It is the responsibility of the employee to be aware of and adhere to all policies and procedures, including those that relate to client safety, staff safety and risk management.

WORKING CONDITIONS:

- Work as a high public profile, public contact, in unpredictable locations and conditions.
- Expect to manage multiple projects with varied deadlines and frequent interruptions.
- Work may at times be subject to unscheduled hours and out of office sessions.
- Work hours may be variable dependent on requirements of the position.

WORKING RELATIONSHIPS:

With the Director

Receives direction, guidance, encouragement with policy, development and capital issues; discusses plans and priorities regarding Paramedic Services.

With the Program Deputy Chief

Promotes courtesy, cooperation and teamwork with all staff, colleagues and associates.

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With Program Supervisors

Promotes courtesy, cooperation and teamwork with all staff, colleagues and associates.

With Departmental Team

Leadership, negotiation, and human relations skills to manage, develop, motivate, and support paramedic, supervisory and support staff in achieving objectives.

With External Agencies

Represents and promotes the interests of Six Nations of the Grand River and the Paramedic Services.

Ensures effective community and public relations are maintained with respect to community members, allied agencies, government representatives, local stakeholders and hospitals by addressing any problems in a timely and efficient manner.

With the Public

Ensures the provision of emergency medical services to all members of the Six Nations of the Grand River and the surrounding communities in a professional, respectful and collaborative manner.

KNOWLEDGE SKILLS:**Minimum Requirements:**

- Possess current certification status of an Advanced Emergency Medical Care Attendant (A/EMCA), per qualifications established in The Ambulance Act of Ontario with preferred minimum two (2) years related supervisory experience.
- Current certification with CPER – Base Hospital, or willing to acquire certification.
- Comprehensive technical knowledge and understanding of land ambulance processes, quality assurance/improvement, paramedic staffing/resources, health and safety best practices.
- Experience and understanding of emergency preparedness, policy and program development, budget administration and program evaluation.
- Proficient computer skills and the ability to work in a computerized environment.
- Demonstrated communication, collaboration and interpersonal skills to develop and maintain positive and effective working relationships and foster a positive work environment.
- Knowledge and understanding of legislation and regulations necessary to carry out functions of the job, including but not limited to The Ambulance Act of Ontario, Ontario Occupational Health and Safety Act.

Other Related Skills:

- Ability to exercise a high level of independence, integrity, professionalism and confidentiality.
- Ensures effective community and public relations are maintained with respect to community members, allied agencies, government, local stakeholders and hospitals by addressing any problems in a timely and efficient manner.

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- Excellent organizational skills, ability to manage multiple tasks/projects and change focus as required often without notice.

IMPACT OF ERROR:

Errors in judgment and in the conduct of duties could lead to loss of credibility, poor public relation, confusion, duplication of effort and misinformation being given to the Director of Health Services, Human Services Committee, Six Nations Elected Council, Government Agencies and the public.

CONTROL:

Guiding principles set by Wellbeing Department and Six Nations Elected Council. Works within the administrative policies and procedures established by the Six Nations Elected Council for the Health Services Department and other legislation provided by the respective levels of governments.