



## Backup Medic

*This position description is intended to describe the general nature and level of work being performed by people in this category. It is not intended to be an exhaustive list of all responsibilities, duties and skills required of people in these positions.*

**DEPARTMENT:** Human Resources

**REPORTS TO:** Medic/Safety and Risk Lead

**CLASSIFICATION:** Short-Term Volunteer, Long-Term Volunteer

### POSTION SUMMARY

The backup medic reports to the Medic and/or Safety and Risk Lead. Responsible for assisting the Medic in medical emergencies, covering days off and vacation days, and supporting the medic in providing medical care for village guests and staff. This is approximately a ½ time position in summer, ¼ time in winter.

**KNOWLEDGE AND SKILLS REQUIREMENTS** (position specifications; such as knowledge/education, skills, problem solving/decision making, risk/bottom line results, management responsibility – people and functions)

*Specific knowledge and skills include but are not limited to the following:*

- WFR, EMT or higher certification required.

### RESPONSIBILITIES AND TASKS

- Carry a radio for designated call time and keep radio charged
- Learn/demonstrate how to do basic health assessment – BP, pulse, pulse oximeter, glucose monitoring, temperature, Covid-19 testing
- Familiarize self with where things are located in the Medic station
- Review the Medical protocols and each individuals level of assessment and medication usage
- Learn how to drive the ADA van
- Demonstrate can remove/replace bench seat from ADA van and secure O2 tanks on gurney for evacuation
- Familiarize self with evacuation packs and how to access pack and prepare equipment
- Know where staff files are kept and how to document Medic station use in SOAP
- Understand roles of Medic during emergencies
- Help maintain WFA/WFR trainings and staff
- Assist Medic during medical emergencies
- Become familiar with Holden's medication cabinets