



Job Code: 5237
Grade: 18
HCWR: N

Job Title

Emergency Medical Systems Educator (Simulation)

Department

Emergency Medicine

Job Summary

Under direction, the Emergency Medical Systems Educator (Simulation Educator) assists in the managing and running of the Cook County Simulation Center by providing simulation educational sessions, designing curriculum, and expanding the user base through the pro-active marketing of services. The Simulation Educator works to provide state-of-the-art educational simulation activities for all departments within the Cook County Health and Hospitals System (CCHHS).

Typical Duties

- Supervises and performs the operation of complex training exercises for health care faculty and professionals using high-tech (computer based), and low-tech electronic health care simulators such as human patient and other specialty/procedure-specific simulators, and Advanced Cardiac Life Support (ACLS)/Basic Life Support (BLS)/Pediatric Advanced Life Support (PALS). May conduct more complex exercises.
- Assists in the recruitment of Simulation Fellow applicants.
- Identifies opportunities for improvement, innovation, implementation and integration of simulation technology into existing healthcare programs.
- Helps to create curriculum that incorporates state-of-the-art simulation technology into training scenarios and exercises such as "end of life", "drowning", "heart attack", "hypertension", "surgery", etc. by meeting with and discussing options, alternatives and upgrades with faculty, users and vendors.
- Assists in preparing, implementing, and monitoring Cook County Simulation Center budget recommending changes as necessary to ensure a state-of-the-art simulation lab environment while maintaining approved revenue and expense figures.
- Assists in researching advances in simulation technology, equipment, training exercises, and curriculum development recommending changes and enhancements as necessary to ensure a state-of-the-art simulation lab environment.
- Assists in managing the creation and development of marketing and public relations material including web, print, and voice communications designed to enhance the image of the Cook County Simulation Center and to increase use.
- Coordinates and accounts for grants and contracts, invoicing users, allocating resources, tracking revenues and expenses, drafting reports, coordinating site-visits, and adhering to donor restrictions and monitoring donor recognition.
- Oversees the day-to-day operation of the Cook County Simulation Center creating systems, policies, processes, standards and guidelines as necessary to ensure that equipment is maintained, supplies are available, and that training sessions are scheduled and completed in a timely fashion.
- Orders simulation equipment, prepares budget and tracks purchase requests.
- Coordinates steering committee and other operational meetings to further the use of state-of-the-art simulation technology.
- Assists in the collaboration with regional, national and international users to advance the use



Typical Duties

- of simulation in healthcare education; drafts presentations for focus groups.
- Develop education modules for licensed EMT-Bs, EMT-Ps, and EMT-B/Paramedic students.
- Work clinically in the Adult Emergency Department as an ERT sixteen (16) hours per two (2) week period.
- Actively assists with pre-hospital, emergency department and simulation related research projects.
- Assists the Emergency Department and Chicago Fire Department (CFD) with planning and participating in educational and community events.
- Participates in Emergency Department Committees and activities as requested.
- Actively participates in development and implementation of the competency program for the Emergency Department and hospital staff.
- Performs other duties as requested.

Minimum Qualifications

- High School Diploma or GED
- One (1) year of simulation technician experience
- One (1) year of working knowledge of basic health care simulation equipment, including computer and audiovisual equipment
- Proficiency in Manikin Laerdal software and/or SimView Audiovisual software
- Current state of Illinois EMT-Basic License or EMT-Paramedic License
- Current Advanced Cardiac Life Support (ACLS) Instructor certification

Preferred Qualifications

- Associate Degree (in a medical field) from an accredited college or university

Knowledge, Skills, Abilities and Other Characteristics

- Strong teaching and presentation skills
- Working knowledge of curriculum development and experience in education and training
- Proficiency in using spreadsheet, word processing and educational software programs, specifically Microsoft Office Suite (Excel, Word and Power Point)
- Ability and willingness to learn new video equipment, and other computer software and electronic programs as needed
- Personal ability and commitment to fulfill the principle duties and responsibilities of an Emergency Medical Systems Educator
- Excellent interpersonal and presentation skills required
- Strong leadership skills required

Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.



The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.