



POSITION VACANCY

Date Posted: February 25, 2026

Position: Public Safety Coordinator – Adult Education

Reports to: Director – Adult Education

Starting Date: July 1, 2026

Salary Range: Per Salary Schedule

Work Year: Full-Time

Qualifications:

- 1) Minimum of a Bachelor's degree (preferably in a health-related field, EMS or education) or the equivalent to direct a Paramedic program and a minimum of an Associate's degree to direct an Advanced Emergency Medical Technician program for an accredited institution or higher education;
- 2) Documented education or experience in instructional methodology;
- 3) Academic training and experience equivalent to that of a paramedic;
- 4) Experience in the delivery of pre-hospital emergency care;
- 5) Knowledge about the current versions of the National EMS Scope of Practice and National EMS Standards, and about evidenced-informed clinical practice.
- 6) Pass BCI/FBI background check and meet MECTC BOE standards for employment.

Responsibilities:

- 1) Recruit and recommend qualified instructors for public safety classes and clinical experiences;
- 2) Apply for and maintain credentials for accrediting programs (including, but not limited to ODPS, CoAMPSE, CAAHEP, ODHE and COE);
- 3) Supervise public safety program instructors and complete monthly timesheets, weekly schedules and related reporting;
- 4) Assist with preparing budgets and placing orders for equipment, supplies and student materials;
- 5) Foster and maintain positive professional relationships with protective services departments and organizations in the region;
- 6) Perform other duties as assigned.

Application Deadline: March 13, 2026

To apply please send your application for employment (located on our [website](#)), cover letter and resume to:

Email: svandusen@mideastctc.org

Mail to: Stephanie VanDusen, Mid-East CTC, 400 Richards Road, Zanesville, OH 43701