

**CITY OF GROTON
POSITION DESCRIPTION
FIRST AID SPECIALIST**

Position Title: First Aid Specialist
Department: Parks and Recreation
Reports to: Director of Parks and Recreation and/or Beach Supervisor
Contract: Seasonal
Approval Date: February 1, 2020

SUMMARY

The First Aid Specialist (EMT), under the direct supervision of the Director of Parks and Recreation and/or Beach Supervisor, treats and documents injuries sustained by patrons and employees at Eastern Point Beach.

ESSENTIAL FUNCTIONS AND DUTIES

1. Evaluates, treats and documents injuries sustained by patrons and employees who are at Eastern Point Beach and contacts emergency services when necessary.
2. Refers patients to follow-up treatment at a medical facility as necessary.
3. Maintains an inventory of sufficient stock of necessary medical supplies that may be needed to treat potential injuries.
4. Informs the Director of Parks and Recreation when supplies need to be replenished.
5. Identifies potential safety hazards and serious injuries and notifies the Beach Supervisor.
6. Promotes a professional and courteous image of the City of Groton.
7. Maintains a safe environment for the general public who attends Eastern Point Beach.
8. Performs all other related duties as assigned.

TRAINING/EDUCATION/EXPERIENCE

High school diploma or equivalent.

CERTIFICATIONS

Must possess and maintain as a condition of employment, a valid State of Connecticut Department of Public Health Emergency Medical Technician certification that includes First Aid and CPR or Advanced Cardiac Life Support (ACLS) or Pediatric Advanced Life Support (PALS) or Basic Life Support (BLS).

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of first aid.

Ability to remain calm in an emergency situation.

Ability to recognize and call for additional assistance from the local police and fire departments as well as the local ambulance service when needed.

Ability to recognize any potential safety hazards that may become present at the beach.

**CITY OF GROTON
POSITION DESCRIPTION
FIRST AID SPECIALIST**

Ability to develop and maintain effective relationships with co-workers and members of the general public of all ages who visit the beach.

PHYSICAL DEMANDS

While performing the duties of this position, the individual is frequently required to talk, hear, stand, walk, stoop, use hands and fingers, reach with hands and arms. Must be able to lift up to fifty (50) pounds.

WORK ENVIRONMENT

The individual works outdoors and is exposed to the elements of the weather. May be exposed to body fluids.

I have read and understand my position description.

EMPLOYEE'S SIGNATURE

DATE