

Emergency Medical Education Training Coordinator

Maine State EMS

Department of Public Safety

Job Class Code: 8610

Grade: 25 - Professional Technical

Salary: \$54,412.80 - \$76,315.20/Annually

Location: Augusta, ME

Opening Date: July 22, 2026

Closing Date: August 5, 2026

Online information is at: https://maine.wd5.myworkdayjobs.com/en-US/Executive/details/Emergency-Medical-Education-Training-Coordinator_R26-01277

To apply: https://maine.wd5.myworkdayjobs.com/en-US/Executive/details/Emergency-Medical-Education-Training-Coordinator_R26-01277/apply

Are you interested in helping to address one of emergency medical services (EMS) largest challenges - education for the EMS workforce? Join a dedicated team of professionals in the Office of Maine EMS. The Office of Maine EMS is located within the Department of Public Safety. Maine EMS is seeking a skilled Emergency Medical Services education and training professional who will be responsible for evaluating, coordinating, developing, maintaining, and implementing state-wide emergency medical education and learning management systems. Responsibilities also include coordinating and developing continuing education programs for Maine's EMS system. Work is performed under limited supervision.

Primary responsibilities include:

- Draft and implement state EMS statutes, rules, and policies in cooperation with regional EMS councils, boards, training centers, office staff, and committees regarding EMS Education and EMS Education initiatives.
- Collaborate with partner government agencies and external partners (e.g., Maine EMS Board (Board), educational facilities, Maine DHHS, Maine Community College System, EMS agencies, etc.).
- Management of virtual training devices and development of additional VR education content
- Coordination with and regular communication with Maine EMS Licensed Training centers and CTEs
- Developing continuing education programs for Maine's Emergency Medical Service System.
- Supporting the sub-committee of the State EMS Board's Education Committee and the Medical Direction and Practice Board.

- Working with local, state, and federal officials in developing, implementing, and coordinating statewide EMS educational programs, including implementation of evaluative techniques to ascertain the effectiveness of programs.
- Collaborate with colleagues within the office to support Maine EMS programming and ensure consistency in the office and the delivery of EMS education.
- Research and keep informed of contemporary learning standards, accreditation process, and exemplary EMS educational practices.

Skills or knowledge required:

- Knowledge and experience of process improvement
- Knowledge of EMS systems
- Knowledge of Systems of Care
- Significant familiarity with EMS education
- Knowledge and experience working with multi-generational learners
- Knowledge and experience regarding training methods and techniques
- Knowledge and experience with education development
- Knowledge of statute, rule, and policy drafting
- Knowledge of emergency management, law enforcement, fire, and EMS
- Knowledge of contractual agreements
- Strong communication skills
- Familiar with MS Office Suite
- Ability to develop, conduct, and evaluate training programs
- Ability to manage training advisory groups/committees
- Ability to plan, set, and administer program goals and objectives
- Ability to collaborate with multiple stakeholders with competing priorities

Minimum qualifications:

A Bachelors Degree in Human Resource Development, a Social Science, Business/Public Administration, or related field and four (4) years staff development experience to include assessing training needs, developing training curricula, and implementing training programs. Equivalent experience may be substituted for education on a year-for-year basis.

Preference will be given to those applicants:

- A Master's Degree in Emergency Medical Services, Adult Education, Public Health, Public Administration, Business Administration, or another related field.
- Maine EMS or National Registry Paramedic License
- Ability to obtain Maine EMS 1/C with six (6) months of hire
- Five (5) years of experience as an EMS Educator
- Familiarity with Maine EMS Training Center Standards
- Working knowledge of COAEMSP accreditation and National Registry policies

Contact information:

Questions about this position should be directed to Wil O'Neal at: (207) 616-8844

Benefits of working for the State of Maine:

No matter where you work across Maine state government, you find employees who embody our state motto—"Dirigo" or "I lead"—as they provide essential services to

Mainers every day. We believe in supporting our workforce's health and wellbeing with a valuable total compensation package, including:

- **Work-Life Fit** – Rest is essential. Take time for yourself using 13 paid holidays, 12 days of sick leave, and 3+ weeks of vacation leave annually. Vacation leave accrual increases with years of service, and overtime-exempt employees receive personal leave.
- **Health Insurance Coverage** – The State of Maine pays 85%-95% of employee-only premiums (\$11,196.96 - \$12,514.32 annual value), depending on salary. Use this chart to find the [premium costs](#) for you and your family, including the percentage of dependent coverage paid by the State.
- **Dental Insurance** – The State of Maine pays 100% of employee-only dental premiums (\$387.92 annual value).
- **Retirement Plan** – The State contributes the equivalent of 14.11% of the employee's pay towards the Maine Public Employees Retirement System (MainePERS) for MSEA, or 18.91% for Confidential employees.

State employees are eligible for an [extensive and highly competitive benefits package](#), covering many aspects of wellness. Learn about additional wellness benefits for State employees from the [Office of Employee Health and Wellness](#).

Note: Benefits may vary somewhat according to specific collective bargaining agreements and are prorated for anything less than full-time.

There's a job and then there's purposeful, transformative work. Our aim is to create a workplace where you can learn, grow, and continuously refine your skills. Applicants demonstrate job requirements in differing ways, and we appreciate that many skills and backgrounds can make people successful in this role.

As an Equal Opportunity employer, Maine State Government embraces a culture of respect and awareness. We are committed to creating a strong sense of belonging for all team members, and our process ensures an inclusive environment to applicants of all backgrounds including diverse race, color, sex, sexual orientation or gender identity, physical or mental disability, religion, age, ancestry, national origin, familial status or genetics.

If you're looking for a great next step, and want to feel good about what you do, we'd love to hear from you. Please note reasonable accommodations are provided to qualified individuals with disabilities upon request.

Thinking about applying?

Research shows that people from historically excluded communities tend to apply to jobs only when they check every box in the posting. If you're currently reading this and hesitating to apply for that reason, we encourage you to go for it! Let us know how your lived experience and passion set you apart.

If you are unable to complete the online application, please contact the Human Resources representative listed on the job opening you are interested in applying for. They will work with you for an alternative method of submitting.