

ARIZONA DEPARTMENT OF HEALTH SERVICES

150 N. 18th Ave, Phoenix, AZ 85007

"Promoting Health and Wellness for all Arizonans" is the motto of the Arizona Department of Health Services (ADHS). ADHS promotes and protects the health of Arizona's children and adults and sets the standard for personal and community health through direct care, science, public policy and leadership. ADHS is an award winning, nationally recognized department and is one of the largest in Arizona State Government with a budget of 1.5 billion dollars and workforce of approximately 1550 employees.

Visit our website at <http://www.azdhs.gov>

Regulatory Services Section Chief

Bureau of Emergency Medical Services and Trauma Systems

Open until filled

Salary: 0.00 up to \$60,354

[Apply Here](#)

JOB SUMMARY

The Bureau of Emergency Medical Services and Trauma Systems is looking for a qualified individual for an **exciting opportunity!**

This is a **senior management position in the Bureau of EMS and Trauma System** leading a team of professionals in several functional areas including, statutory committee support, EMS and trauma data collection, system of care performance improvement analysis and reporting, EMS and trauma system initiatives, community paramedicine, and strategic planning and communication.

All Arizona State employees operate within the [Arizona Management System](#) (AMS), an intentional, results-driven approach for doing the work of state government whereby every employee reflects on performance, reduces waste, and commits to continuous improvement with sustainable progress. Through AMS, every state employee seeks to understand customer needs, identify problems, improve processes, and measure results. State employees are highly engaged, collaborative and embrace a culture of public service.

Responsibilities include:

- Supporting a diverse multi-cultural workforce that reflects the community, promotes equal opportunity at all levels of ADHS, and creates an inclusive work environment that enables all individuals to perform to their fullest potential free from discrimination
- Assisting in policy and rule development with Bureau and Department leadership
- Leading a highly motivated, professional team
- Guiding, monitoring and ensuring success of numerous projects and deliverables
- Creating and editing EMS and trauma-related reports and plans
- Ensuring successful meetings of Governor and Director-appointed advisory meetings
- Seeking out and sharing resources to enhance the Arizona EMS and trauma system
- Traveling to a limited number of national, state or local meetings

Requirements include:

- Excellent writing skills
- Team management experience
- Project management experience with multiple deliverables

- Experience with word processing, spreadsheet and database software
- Basic statistics knowledge
- Knowledge of performance improvement theory and practice
- Creating a variety of reports from executive summaries to annual reports
- Effective communication skills with internal and external stakeholders
- Public speaking for small and medium sized groups

Preferred Qualifications:

- Team management background
- Project management background
- Nursing, Public Health, Public Administration background
- Familiarity with SPS or another statistical software to analyze data
- Bachelor's degree (or 3 years project and personnel management)

Benefits

The State of Arizona provides an excellent comprehensive benefits package including:

- Affordable medical, dental, life, and short-term disability insurance plans
- Top-ranked retirement and long-term disability plans
- Accrued vacation pay and sick days
- 10 paid holidays per year
- Deferred compensation plan
- Credit union membership
- Wellness plans

Employment Requirements

Requires possession of and ability to retain a current, valid state-issued driver's license appropriate to the assignment. Employees who drive on state business are subject to driver's license checks, must maintain acceptable driving records and must complete any driver training (See Arizona Administrative Code R2-10-207.12).

- Arizona State Government is an EOE/ADA Reasonable Accommodation Employer.
- All newly hired employees will be subject to E-Verify Employment Eligibility Verification.
- Click the APPLY NOW button to submit your application.

Having trouble applying for this position?

Email HRIShelpdesk@azdoa.gov or call 602-542-4700 for assistance.