



Job Title: Multidisciplinary Teams Coordinator
Department: Southwest Texas Crisis Collaborative (STCC)
Reports To: Crisis Response & Resiliency Manager
Salary: \$70,000 - \$90,000
Prepared By: Chief of Staff
Last Modified: 2021-12-06

Job Summary

- This is a shift work position in which the employee will be asked to work 24-hour shifts.
- Will report to duty at the STRAC Main Office and will use that location as a workspace when appropriate. This position is primarily field based and the employee will be provided with a response vehicle to utilize during their shift.
- Provide program oversight and daily team assignments at all team huddles and/or roll calls.
 - PICC
 - SMART
 - COSA MDRT Pilot
 - CCSI
- Respond to calls and/or follow ups alongside the teams to provide operational oversight, leaning on the team members for their expertise in their subject matter. (i.e., STRAC will not provide clinical direction in lieu of the Clinicians)
- Will be available to assist the teams with troubleshooting to include but not limited to:
 - Staffing/scheduling to ensure all team spots are full
 - IT devices/equipment
 - Hospital Interactions
- Will work with all operators to fulfill all contract requirements.
- Ensure all teams submit accurate and timely daily reports on activity to include clinical documentation, call logs, patient assessments, etc.
- Support other STCC programs as necessary and appropriate

Job Qualifications

Education: Graduate of an accredited school with a baccalaureate degree in behavioral health or related field

Experience: Three years of experience overseeing field-based, public safety type teams.

Preferred: Five years of experience overseeing field-based, public safety type teams with some experience in behavioral health.



Physical Demands

The Employee works in an outdoor environment to include potentially dangerous, 911 initiated scenes. The Employee must possess physical and mental health to meet the demands of the position. The Employee must be able to travel and participate in the Regional Medical Operations Center and may be requested to participate in off-site meetings, activities, training sessions, exercises or deployments.

Code of Conduct

Employee follows the STRAC Code of Conduct, which are rules to guide us in our work to assure the highest standards of business ethics and compliance as follows:

- 1. Legal Compliance:** comply with federal/state laws
- 2. Business Ethics:** accurately & honestly represent the Organization and not defraud anyone of money, property or service
- 3. Confidentiality:** protect confidential information
- 4. Conflict of Interest:** do not use position to profit personally
- 5. Business Relationships:** business transactions are free from offers or solicitation of gifts/favors
- 6. Protection of Assets:** preserve assets by using resources prudently and effectively
- 7. Patient Rights:** respect and support patient rights to privacy & treatment

Service Excellence Criteria

- Present a positive image of the organization by a neat and professional appearance.
- Make STRAC members, regional partners and the general public feel respected and welcome.
- Maintain patient, hospital, and emergency medical services agency confidentiality.
- Contribute to and participate in team and individual efforts to improve the quality of services.
- Show initiative and judgment in controlling the utilization of resources and fiscal responsibility.
- Attend all necessary or mandatory in-services, training and meetings.
- Comply with policies on safety, hazardous materials, universal precautions and infection control.
- Must maintain regular, consistent attendance.
- Adhere to acceptable standards of business ethics and integrity, and comply with all federal, state and local laws, rules and regulations in all aspects of business at all times.
- Must demonstrate flexibility to assist with response and resource needs of STRAC members and regional partners in response to a significant local, regional or State incident.

Employee signature