



TOWN OF CHARLTON

Fire Department

PO Box 114, Charlton City, MA 01508
Phone 508-248-2299 Fax 508-248-6190

*Headquarters Located at 10 Power Station Road
Rob Barton, Fire Chief*



Job Posting - Full-time EMS Officer

The Charlton Fire Department is accepting applications for the position of EMS Officer. The position will remain posted for two weeks, with applications due no later than 5:00 p.m. on Monday, October 5, 2026. Interested candidates must apply online through the Town of Charlton Human Resources Department. The starting salary for the position is \$95,676+, based on applicable qualifications and contractual provisions. Cover letters and résumés will not be accepted in person at Fire Headquarters. All application materials must be submitted through the Town's online application process.

Minimum Qualifications

- High School Diploma/GED
- Valid Driver's License
- Certified EMT-Paramedic
- Minimum 7 years of Paramedic Experience
- Strong knowledge of EMS Protocols
- Experience in EMS QA/QI
- Pro Board Firefighter I/II certified - Career Recruit

Preferred Qualifications

- Experience in budget preparations and grant opportunities
- Associate degree in EMS, Fire Science or job related field
- Instructor certification in BLS, ACLS, PALS
- Experience as Infection Control Officer

The Charlton Fire Department is seeking a dedicated, experienced, and highly motivated individual to fill the role of EMS Coordinator. This key position is responsible for leading and managing the department's Emergency Medical Services operations, ensuring the delivery of high-quality prehospital care, maintaining regulatory compliance at the local, state, and federal levels, and providing strong leadership and training for EMS personnel. In addition, this position will help assist in the development of our mental health program for our firefighters and be a part of our community outreach programs.

Benefits Include

- Vacation Time
- Personal Time
- Sick Time
- 75% Health Insurance
- Town vehicle will be available for job related business
- PFAS free turnout gear – two sets
- Clothing allowance
- Paid non-working holiday
- 10-yr, 15-yr, and 20-yr bumps in pay 2%, 4%, 6%

Education Incentives

- 60% Tuition Reimbursement
- College Degree Stipends -Eligible degrees only
- 18 hrs. of paid EMS training time annually
- 48 hours of paid fire training annually
- All EMS Certifications paid for

Schedule and Work Conditions:

This is a full-time position with occasional evening and weekend hours required for training, special events, and emergency responses. The EMS Coordinator may be required to respond to major incidents. The schedule is an administrative schedule, which will be agreed upon by the member and the Fire Chief.

If you have any questions, please contact Chief Barton.