POSITION ANNOUNCEMENT
Research Manager

Overview

The Committee on Accreditation for the Emergency Medical Services Professions (CoAEMSP) seeks to fill an opening for a Research Manager. The Research Manager leads our research agenda, advancing evidence-based accreditation, educational quality, and Emergency Medical Services (EMS) workforce development. Working collaboratively with executive leadership, the Board of Directors, the Data and Research Committee, the Standards Committee, and accreditation staff, the Research Manager translates research findings into practical improvements in accreditation standards, policies, and educational outcomes. As a senior member of the Accreditation Services leadership team, the Research Manager also supports selected complex accreditation reviews, policy and standards development, committee work, and strategic initiatives. Some overnight and air travel are expected. Relocation is not required.

About Us

CoAEMSP, a Committee on Accreditation functioning under the auspices of the Commission on Accreditation of Allied Health Education Programs (CAAHEP), is an autonomous, professional organization that evaluates and makes accreditation recommendations to CAAHEP for programs in the specialized field of Paramedicine.

By confirming these programs meet established standards and requirements, CoAEMSP serves to protect the public and students.

The mission of the CoAEMSP is to advance the quality of EMS education through accreditation.

The vision of the CoAEMSP is to be recognized as the leader in evidence-based standards for accreditation.

The core values of the CoAEMSP: CLARITY

- **C**ommitment: Dedication of time, talent, and resources toward the achievement of CoAEMSP's mission.
- **L**eadership: Inspiring others to advance the vision and goals of the CoAEMSP.
- **A**ccountability: Advancing the mission of the CoAEMSP with integrity, honesty, professionalism and high ethical standards.
- **R**espect: Honoring the perspective of any individual or organization.
- **I**ntegrated: Carrying out the work of the CoAEMSP in collaboration with EMS stakeholders.
- Quali**TY:** Consistently meeting or exceeding established standards and expectations in all CoAEMSP activities.

The strategic goals of the CoAEMSP include:

- GOAL #1: Shape the future of EMS programmatic accreditation through evidence-based research and data.
- GOAL #2: Expand leadership development opportunities for program directors and educators.
- GOAL #3: Build and leverage internal resources and infrastructure to optimize operations and support quality program outcomes.
- GOAL #4: Continue to strengthen the peer revie process.

Who we are looking for

CoAEMSP seeks an enthusiastic professional with strong analytical and problem-solving skills. Candidates must possess the ability to work independently, unsupervised, and as part of a team to accomplish work goals. Strong attention to detail and accuracy, and the ability to handle the details of multiple priorities simultaneously while seeking to adhere to strict deadlines are essential.

In addition, this individual should demonstrate exceptional organizational skills, and excellent verbal and written abilities; act ethically and safeguard confidential information; have a track record of personal integrity; and strict adherence to the CoAEMSP mission and values.

Qualifications

Required qualifications:

1. Doctoral degree (PhD, EdD, or equivalent research-focused doctorate) from an accredited postsecondary institution.

2. Expertise in epidemiology, educational research, health services research, public health, implementation science, or a closely related discipline.

3. At least two (2) years of progressively responsible research leadership experience.

4. Record of independently designing, conducting, and completing original research and publishing as first or senior author in peer-reviewed journals.

5. Experience presenting original research at regional or national professional conferences, with excellent scientific writing, communication, and presentation skills.

6. Knowledge of research methods, survey design, statistical and qualitative analysis, and program evaluation.

7. Experience using statistical and qualitative analysis software.

8. Ability to translate complex research findings into practical recommendations for accreditation policy and educational improvement.

Preferred qualifications:

1. Current or previous licensure or certification as a paramedic or another healthcare professional practicing in emergency care, with at least five (5) years of experience in prehospital care or EMS education.

2. Experience conducting research related to EMS education, healthcare education, accreditation, competency assessment, or workforce development.

3. Experience serving as principal investigator or co-investigator on externally funded research.

4. Experience working with accreditation agencies, higher education institutions, or healthcare professional education programs.

About CoAEMSP

Founded in 1978, CoAEMSP is the committee on accreditation representing AEMT and Paramedic educational programs. CoAEMSP is a virtual office with its mailing address in Rowlett, Texas.

The Critical Connection Between the CoAEMSP & CAAHEP
The Commission on Accreditation of Allied Health Education Programs (CAAHEP) is the largest programmatic accreditor in the health sciences field. CAAHEP reviews and accredits over 2500 educational programs in 31 health science occupations.

CAAHEP is comprised of the Commission and its Board of Directors. The Commission is representative of CAAHEP's community of interest member organizations, including 25 Committees on Accreditation (CoA), of which the CoAEMSP is the largest. The CAAHEP Board of Directors takes action on the AEMT and Paramedic educational programs upon the recommendation of the CoAEMSP.

CoAEMSP is an equal opportunity employer.

Salary is commensurate with qualifications and experience and is negotiable.

CoAEMSP is a family-friendly, team-oriented organization and offers a competitive salary. The benefits package with specific details is available upon request.

Please learn more about CoAEMSP at www.CoAEMSP.org.

Qualified candidates, please send a letter of intent and a résumé or curriculum vitae to employment@coaemsp.org. The review of candidates will begin January 4, 2027, and will continue until the position is filled.

The above statements are intended to describe the general nature and level of work being performed by the individual assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required. CoAEMSP reserves the right to modify, add, or remove duties and to assign other duties as necessary.