

**TO:** Mayor and City Council  
**FROM:** Tim Malchow, EMS Chief  
**SUBJECT:** St. Olaf Internship Program & Hire Jane Spading  
**DATE:** February 18, 2025

## **BACKGROUND**

The Cannon Falls Ambulance Service relies on unscheduled part-time employees to staff its ambulances. Each year, call volume continues to increase, making it essential to add personnel to meet the growing demands of our community.

As we face a nationwide shortage of emergency medical technicians and paramedics, we are fortunate to have individuals who are eager to volunteer their time and serve. To continue attracting dedicated personnel, we are always seeking new opportunities to engage potential candidates.

We are excited to announce a partnership with St. Olaf College to establish an internship program. This program will provide St. Olaf students with the opportunity to gain hands-on experience in a rural healthcare setting while earning college credit. Eligible students who are already certified as EMTs can apply for the internship, during which they must become employees of the ambulance service and commit to a minimum of 30 hours per month at the ambulance station. Additionally, there is an expectation that upon completing the internship, students will continue to serve on the ambulance service while they remain in college.

The experience students gain while serving as EMTs will enhance their education by providing direct patient contact and insight into how rural health systems function. Cannon Falls Ambulance has had previous St. Olaf students who went on to become physician assistants and a doctor of physical therapy. These students were accepted into their programs in part because they could demonstrate the patient care experience they gained while volunteering with us.

To be eligible for the internship program, students must meet the Cannon Falls Ambulance employment requirements and officially become employees of our service.

This partnership is an important step in strengthening our service and ensuring we have the personnel needed to support our community.

Jane Spading is a current St. Olaf student and certified as an EMT. Jane would like to take advantage of the internship program as well as work for the Cannon Falls Ambulance. Jane was interviewed and has progressed through the hiring process and now comes to City Council for approval.

**REQUESTED COUNCIL ACTION**

Request a motion to approve the hiring of Jane Spading, for an unscheduled part-time employee for the ambulance service, contingent on the successful background check, psychological evaluation, and physical exam.