



Ada County *Human Resources*



FORENSIC PATHOLOGIST *Coroner's Office*

HIRING WAGE: \$236,900 - \$257,500/yr DOE

STATUS: Full-time with benefits

CLOSING DATE: Open until filled

APPLICATION MATERIALS: Apply online at adacounty.id.gov/jobs

GENERAL SUMMARY

Responsible for carrying out the statutory functions of the Coroner of Ada County; investigates sudden, unattended, unexpected or violent deaths within Ada County.

ESSENTIAL FUNCTIONS

- Examines human bodies in order to determine the cause and manner of death using various sources of information as well as the performance of autopsy;
- Determines the cause of all violent, sudden, accidental, traumatic or unusual deaths; unattended deaths; deaths in which a criminal act is suspected and other deaths as provided in Idaho statutes;
- Reviews cases and provides input based on medical judgment to determine if an autopsy needs to be conducted;
- Inquiries into the cause, manner and circumstances of human deaths and establishes the identities of deceased persons;
- Performs pathological and toxicological analyses and prepares documents for permanent records;
- Completes death certificates, including the assignment of cause and manner of death;
- Observes and records the positions and conditions of bodies and related evidence;
- Collects and documents any pertinent medical history information;
- Observes, records and preserves any objects or personal property related to deaths, including objects such as medication and suicide notes, DNA evidence, fingerprints, trace evidence fibers, etc.;
- Assists law enforcement agencies in search operations, excavations and recovery of bodies;
- Examines scenes of death/crime;
- Assists in directing emergency responses to disasters that require coroner services;
- Provides assistance to law enforcement agencies and organ procurement agencies in cooperation with the Coroner;
- Provides expert testimony in criminal proceedings related to deaths and consults with and advises the Prosecutor's office;
- Formulates policy in regard to medical operations, directs its execution and evaluates work;
- Communicates standards and protocols to the Coroner; and
- Represents the county in various activities and interacts with the general public and other agencies.

ADDITIONAL FUNCTIONS

- Keeps informed of new and improved methods in forensic pathology and medicine and instructs staff in such methods; and
- Performs other duties as assigned.

JOB REQUIREMENTS

- Must be licensed as a physician to practice medicine in the State of Idaho;

- Must be a pathologist certified by the American Board of Pathology in anatomic pathology or board eligible in forensic pathology;
- Knowledge of anatomy, pathology, anthropology and other related disciplines for identification and investigative purposes;
- Knowledge of firearms and other instruments of death;
- Knowledge of vehicular crash analysis;
- Knowledge of rules of evidence and court procedures;
- Knowledge of the methods and techniques of criminal investigation and crime scene processing;
- Knowledge of federal, state and local laws related to the operation of the county coroner's function;
- Skill in performing autopsies and examination of human bodies;
- Ability to operate scanning/imaging and or photographic, audio-visual, x-ray and related equipment;
- Ability to find, gather and collect information and data;
- Ability to compile, code, categorize, calculate, audit, verify information or data;
- Ability to maintain composure and respond effectively and efficiently in stressful, emergency, volatile, or crisis situations;
- Ability to deal with people in a manner which shows sensitivity, tact and professionalism;
- Ability to work effectively with co-workers, supervisors and members of other agencies;
- Ability to communicate effectively verbally and in writing, particularly as a witness in a courtroom;
- Ability to use a computer with word processing, spreadsheet and database software; and
- Ability to follow safety procedures and perform the duties of the job without endangering self or others.
- Adhere to NAME autopsy performance standards and requirements.

OTHER REQUIREMENTS

- This position is considered safety sensitive and the incumbent is subject to random drug testing;
- Must have the ability to obtain and maintain a valid Idaho driver's license.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

- Position involves risks which require the use of special safety precautions and or equipment, e.g. working around potentially contagious diseases, operating machines, hazardous chemicals etc.;
- Duties of the position include some physical exertion such as long periods of standing walking over rough terrain, bending , crouching, stooping, stretching, reaching or similar activities; moving of heavy objects which require above average agility and dexterity;
- The incumbent is subject to call out in emergency situations.

DISCLAIMER

To perform this job successfully, an individual must be able to perform the essential functions satisfactorily with or without reasonable accommodation. The above statements are intended to describe the general nature and level of work being assigned to this job. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of individuals in the job. This job description is not an employment agreement and/or an expressed or implied employment contract. Management has the exclusive right to alter this job description at any time without notice.

NOTE

Ada County reserves the right, at the discretion of the appropriate appointing authority, to waive any of the minimum qualifications for those applicants whose general or specific qualifications would otherwise qualify the applicant for the position or lead the appointing authority to believe that the applicant is capable of performing the assigned duties and fulfilling the assigned responsibilities. The hiring pay range may be appropriately adjusted based upon current and/or prior applicable Ada County employment experience.

** If you need reasonable accommodation to participate in and/or complete the county's application process, please contact Human Resources at the phone number or address listed hereon. (TDD call 287-7979)*

Ada County Human Resources | 200 W. Front Street, 2nd Floor, Boise, ID 83702

Office: 208-287-7123 Fax: 208-287-6999

adacounty.id.gov