Medicolegal Death Investigator 1 or Medicolegal Death Investigator 2 (Depending on Qualifications)

Job Summary/Basic Function: The William L. Jenkins Forensic Center in Johnson City, Tennessee (A division of East Tennessee State University's Quillen College of Medicine, Department of Pathology) is seeking a medicolegal death investigator (MDI) to perform investigations into cases that are reported to the medical examiner's office. There is one MDI 1 or one MDI 2 position available, depending on the applicant's qualifications. Position is contingent on Grant Funding.

The MDI position conducts investigations into deaths that are reported to the forensic center/medical examiner's office by gathering pertinent circumstantial, historical, and other medicolegal data to facilitate the acceptance or termination of jurisdiction based upon information received. This position includes death investigation/scene investigation, photography, evidence preservation/collection, and the securing of personal effects/belongings of the decedent. This position will also aid the forensic pathologist/medical examiner in identification of the deceased and perform death certificate reviews for cremation permits to ensure proper investigation by the medical examiner's office, and other duties as required or assigned.

Knowledge, Skills, and Abilities: Knowledge of medical terminology, anatomy and physiology, pharmacology, medical technology, pathology, postmortem changes and emergency medical services. Knowledge of modern death investigative techniques consistent with the National Institute of Justice protocols. Knowledge of rules and regulations affecting a medical examiner's office/regional forensic center. Knowledge of computer software, spreadsheets and databases. Knowledge of customer service and telephone etiquette. Ability to present clear and accurate reports, both written and orally. Ability to provide court testimony. Ability to work shifts enabling the forensic center to provide 24 hours per day/7 days per week, 365 day per year investigative coverage. Ability to draw logical conclusions, consult with the forensic pathologist as necessary or required and ability to exercise independent judgment. Ability to travel, utilizing personal vehicle if necessary. Ability to be open to change to new information; adapt behavior or work methods in response to new information, changing conditions, or unexpected obstacles. Ability to have and maintain physical and mental stamina to perform the work and be willing to accept the physical and mental discomforts inherent in the work. Ability to withstand extreme environments, such as various degrees in temperature, weather conditions, malodorous environments. Ability to pass a background investigation.

Minimum Qualifications:

Medicolegal Death Investigator 1 - Level 6 (administrative, exempt) ($38,265.91 - Budgeted Salary)
Associate's degree with at least one year of proven experience in comprehensive investigation and/or medical background, (or) an Associate's degree with at least two years of experience as an Autopsy Technician, (or) a Bachelor's degree in a related field with desire to pursue a career in death investigation as demonstrated through course of study. Must be able to multi-task and function in a high stress environment. Must have a valid Class D driver's license. The incumbent will be required to be registered with the American Board of Medicolegal Death Investigators within one year of date of hire. Preferred Qualifications for Medicolegal Death Investigator 1 - Bachelor's degree in forensic sciences, biological sciences or a related field with at least one year of experience in death investigation. Must have a valid Class D driver's license.

Medicolegal Death Investigator 2 - Level 10 (administrative, exempt) ($47,476.00 - Budgeted Salary)
Bachelor's degree with one year of experience as a medicolegal death investigator and must be a diplomate with the American Board of Medicolegal Death Investigators, (or) an Associate's degree with at least two years of experience as a medicolegal death investigator and must be a diplomate with the American Board of Medicolegal Death Investigators. Must have a valid Class D driver's license.

Work Hours: Ability and willingness to work shifts enabling the forensic center to provide 24 hour per day, 7 day per week, and 365 day per year investigative coverage.

Special Instructions to Applicants: All job advertisements are posted directly to eJobs on the *ETSU* web site. All ETSU applicants for employment **MUST** complete an official ETSU application at https://jobs.etsu.edu/. The job posting is located under Administrative/Professional. Applicants must submit a cover letter and resume. Please provide contact information for three **professional** references on cover letter and resume.

Contact: Laura Beth Parsons, F-ABMDI
(423) 439-6788 parsonsl@etsu.edu



WILLIAM L. JENKINS FORENSIC CENTER
EAST TENNESSEE STATE UNIVERSITY

