



## NEW CAREER OPPORTUNITY (JO#105200)

### DEPUTY MEDICAL EXAMINER (Medicolegal Death Investigator)

This position closes at 11:59 p.m. (Pacific Time) on Monday, September 30, 2019.

- *Are you passionate about serving others?*
- *Do you want to make a difference in our community?*
- *Are you ready to apply your professional knowledge of medical or criminal investigation methods and relevant skills to investigate deaths that occur under violent, questionable or unexplained circumstances?*
- *Do you have exceptional analytical and organizational skills?*
- *Do you have creative problem solving skills? Are you detail-oriented?*
- *Do you have a personal commitment to putting ethics into action by holding yourself to the highest standards of professionalism, honesty, and objectivity?*

If you answered "yes" to the questions above, we want you to join our team as a **Deputy Medical Examiner** (classified as a Medicolegal Death Investigator) at the Clackamas County Medical Examiner's Office within the Disaster Management Department. If selected for this position, you will be responsible for investigating deaths that occur under violent, questionable or unexplained circumstances, including examining bodies of the deceased for signs of injury or suspicious death, interviewing witnesses and relatives of the deceased, obtaining and working with evidence, recommending further criminal or pathological investigations, if warranted, and preparing detailed reports relating to deceased persons.

As the Deputy Medical Examiner, you will play a critical role in thorough death investigations by performing very detailed work. Another major component of this position is the ability to communicate effectively. In this role, you will have an opportunity to work with Law Enforcement and Medical professionals and be part of a team dedicated to public service.

#### **THE IDEAL CANDIDATE for this position will be someone who:**

***Demonstrates Commitment to Public Service*** by demonstrating Clackamas County core values of Service, Professionalism, Integrity, Respect, Individual Accountability, and Trust in their work.

***Values Public Safety*** and has the desire to contribute to making Clackamas County a safer and healthier place to live. By joining our team, you will have a direct impact on the quality of death investigations for victims, their families and the community. Our employees are required to meet the highest standards of professional conduct, and ethical decision making while on the job and maintaining those same high standards when taking actions in their personal life.

***Honors Confidentiality*** in compliance with HIPPA and confidentiality/privacy laws in all death investigations and employee/team relations, using information only for the purpose required to fulfill employment obligations.

***Puts Ethics into Action*** by holding himself or herself to a high standard of professional, honest, and objective behavior.

***Demonstrates Excellent Customer Service*** by anticipating, assessing, and responding effectively to our evolving business needs to fluidly integrate change without disruption to the services we provide to the families, and victims we serve.

***Engages in Professional Communication*** at All Times that is demonstrated by self-awareness, respect for others, empathy, situation appropriateness and professionalism when communicating verbally, non-verbally and in writing.

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***Builds and Cultivates Relationships*** by sustaining cooperative working relationships with internal and external partners and stakeholders in order to work toward shared goals.

***Engages in Self-Management*** as evidenced by the individual's ability to manage and continually improve the individual's own performance through thoughtfulness, self-awareness, self-motivation, personal accountability, and the ability to develop strategies to effectively manage tasks and personnel.

#### **REQUIRED MINIMUM QUALIFICATIONS / TRANSFERRABLE SKILLS:\***

- Working knowledge of medical and anatomical terminology
- Experience in application of medical and/or criminal investigation methods
- Experience preparing clear, concise and accurate reports and maintaining accurate record systems
- Experience prioritizing multiple, critical tasks that occur simultaneously
- Strong verbal and written communication skills, including ability to effectively communicate with emotional or upset individuals, as well as the ability to explain and present complex, technical information to individuals with various level of technical knowledge and skill
- Strong interpersonal skills that translate into all of the following:
  - Ability to establish & maintain effective working relationships & partnerships, internally & externally
  - Ability to handle a wide range of situations and circumstances effectively, positively, and professionally and to maintain composure in difficult, stressful and quickly emerging situations
  - Ability to work well independently, as well as having a collaborative, team-oriented approach to work
  - Be detail-oriented, respectful of the needs and interests of others, assertive, accessible and approachable, and self-directed (able to work without close supervision)
  - Exercising tact, good judgment and diplomacy, especially while working with people who are experiencing extreme emotions
  - Independent decision making and problem solving skills
  - Possess cultural awareness and the ability to work well with diverse groups of individuals
  - Strong active/reflective listening skills
  - Strong analytical and problem solving skills
- Must be available and willing to work scheduled 48/96 hour shifts, including weekends and holidays
- Must be available for on-call duty beyond assigned shifts
- Must pass a post-offer, pre-employment drug test
- Must pass an extensive background investigation, which will include national fingerprint records check
- Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.
- Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout employment.

#### **PREFERRED SPECIAL QUALIFICATIONS / TRANSFERRABLE SKILLS:\***

- An Associate's degree or higher from an accredited college or university with major coursework in criminal justice, forensics, crime scene investigation, anthropology, medicolegal death investigation, law enforcement, biology, anatomy, medical or related studies
- Experience applying knowledge of state statutes regulating death investigations
- Working knowledge of basic rules of legal evidence
- Experience in death investigations, fire, rescue, medical or law enforcement field
- Experience working with evidence collection related to cause and manner of death
- Experience obtaining information from lay and expert witnesses concerning matters of an intimate nature and serious consequence
- National registration as a Medicolegal Death Investigator from the American Board of Medicolegal Death Investigators (ABMDI)
- Completed Oregon Certified Medicolegal Death Investigator Training Program

#### **OTHER REQUIREMENTS:\***

- Within one (1) year of hire, must possess and maintain national registration as a Medicolegal Death Investigator from the American Board of Medicolegal Death Investigators (ABMDI). **Please Note:** a High School (HS) Diploma or an equivalent is required in order to apply for the registration as a Medicolegal Death Investigator with ABMDI.
- Within one (1) year of hire, successful completion of Oregon Certified Medicolegal Death Investigator Training Program.

## **WORK SCHEDULE:**

Incumbent in this position works a regular rotating schedule of forty-eight (48) hours on duty, spread over three (3) calendar days, and ninety-six (96) hours off duty. In each twenty-four (24) hour period, twenty (20) hours will be considered on duty, with four (4) unpaid hours for rest periods. Specific hours of work will be discussed with the candidate selected for this position at the time an offer of employment is extended. For more information about the work schedule, please review **Article 38** of the [Peace Officers' Association \(POA\)](#) collective bargaining union contract.

## **WHAT WE OFFER (PAY & BENEFITS):**

Clackamas County proudly offers an attractive compensation and benefits package, including competitive wages, cost-of-living adjustments, merit increases (for eligible employees) and a robust sick and vacation plan for regular status employees.

We encourage and support employee health and wellness by offering a variety of gym membership discounts, annual wellness fairs and alternative care benefits, so you can customize your wellness needs to fit your lifestyle.

*This is a full time County position represented by the Peace Officers' Association (POA).*

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### **Competitive compensation package:**

**Annual Salary Range: \$57,204 - \$73,265**

**Hourly Pay Rate: \$22.35 - \$28.62**

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*Attractive benefits package and incentives for employees in regular status positions are as follows:*

### **Generous paid time off package, including:**

- **Vacation accrual schedule based on years of service**
- **9 paid holidays and 2 personal days per year**
- **8 hours per month sick leave accrual**

### **Employer paid 6% PERS retirement contribution**

- A Choice of Medical Plans with Vision and Prescription Drug Coverage
- A Choice of Dental Plans
- Chiropractic Coverage and Alternative Care Benefit
- Robust wellness programs, including gym discounts and wellness education classes
- A variety of optional benefits
- Longevity pay

**CLACKAMAS COUNTY ACCEPTS ONLINE APPLICATIONS ONLY. To complete an online application and for more information, visit <https://www.clackamas.us/jobs> and click on the "Job Seekers" tab.**