



Ada County Human Resources



MEDICOLEGAL DEATH INVESTIGATOR/DEPUTY CORONER

Coroner's Office

HIRING WAGE: \$18.27 – \$22.00/hr DOE

STATUS: Full-time with benefits

CLOSING DATE: Open until filled

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

GENERAL SUMMARY

Investigates and determines of cause and manner of death according to state statute. Determines identity of the deceased, identifies next of kin, and notifies them of the death and assists families in resolving concerns relating to the death.

DISTINGUISHING FEATURES OF THE CLASS

The Medicolegal Death Investigator performs work that is varied and complex, and which is performed under general supervision.

ESSENTIAL FUNCTIONS

- Responds to calls relating to "sudden deaths" which refers to a death in which a physician has not been in attendance of the deceased or a death under questionable circumstance;
- Confers with police, doctors, hospital staff, families of the deceased, insurance investigators, lawyers, and media;
- Examines the place of death for evidence of the cause of death and the identity of deceased;
- Gathers, preserves and stores evidence while maintaining the integrity of the evidence through proper collection, handling, security, and chain of custody;
- Attends or assists in the autopsies and supplies pathologists with facts relating to the death scene;
- Conducts scene investigations in cases involving possible homicide or suicide;
- Collects samples of body fluids from the deceased person;
- Identifies next of kin and notifies them of the death;
- Provides assistance and comfort to family members who have strong emotional reactions to notification of death;
- Takes responsibility for the personal belongings of individuals who have no known relative;
- Attends depositions, inquests, and court hearings providing relevant information and testimony;
- Prepares written reports on cases listing pertinent case facts in manner and cause of death and body examination.

ADDITIONAL FUNCTIONS

- Gives necessary assistance to "reaction" cases and provides protection to the residual estate;
- Performs other related functions as required.

JOB REQUIREMENTS

- Bachelor's degree in Forensic Science or a related field such as Anthropology, Chemistry, Biology, Radiology, Nursing or Medical Technology, or an equivalent combination of education and experience;
- Certification by the American Board of Medicolegal Death Investigators (ABMDI) within one year of hire required;

- Knowledge of human anatomy and physiology;
- Knowledge of medical terminology;
- Skill in providing comfort and assistance to people grieving the loss of family or friends;
- Skill in communicating in a clear and concise way in stressful situations;
- Skill in written communication;
- Ability to witness death scenes and observe and note details;
- Ability to analyze difficult investigatory problems, adopt effective courses of action and draw appropriate conclusions;
- Ability to perform work successfully in high stress situations;
- Ability to use photographic equipment and take photographs;
- Ability to operate passenger cars or light trucks safely;
- Ability to maintain effective working relationships.

OTHER REQUIREMENTS

- The incumbent will be required to carry and respond to a cellular phone provided by the county;
- Must possess and maintain a valid driver's license;
- Must be on-call 24/7 during specified time periods and must be able to work shifts as required;
- This position has been designated safety sensitive and therefore the incumbent is subject to random drug testing.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

- The incumbent will investigate deaths in locations throughout Ada County and under various weather conditions and on various terrains which may include steep, rocky or uneven terrain;
- The incumbent must have sufficient physical ability to handle, load and transport deceased bodies to the hospital/ morgue;
- May require working outside of normal business hours.
- The incumbent will investigate deaths in locations throughout Ada County and under various weather conditions and on various terrains which may include steep, rocky or uneven terrain;
- The incumbent must have sufficient physical ability to handle, load and transport deceased bodies to the hospital/ morgue;
- May require working outside of normal business hours.

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: 208-287-6990 Fax: 208-287-6999

adacounty.id.gov