



The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of the Chief Medical Examiner



Charles D. Baker
Governor

Headquarters

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Chief Medical Examiner

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Daniel Bennett
Secretary

Office of the Chief Medical Examiner

720 Albany Street
Boston, MA 02118

February, 2017

The State of Massachusetts is seeking applications for the position of **Chief Medical Examiner**.

Position Description

The Chief Medical Examiner works under the administrative direction of the Secretary of the Executive Office of Public Safety and Security (EOPSS) with wide latitude for the exercise of independent judgement for the delivery of comprehensive medical legal investigation services to the Commonwealth. This is a position that is appointed by the Governor pursuant to Massachusetts General Law (MGL), Chapter 38, Section 2.

The Office of the Chief Medical Examiner (OCME) is headquartered in Boston's South End next to Boston Medical Center and is easily accessible to the other teaching hospitals of Tufts Medical Center, Brigham and Women's Hospital, Boston Children's Hospital, Beth Israel Deaconess Medical Center and Massachusetts General Hospital. Satellite offices are located in Sandwich, Worcester and Holyoke. A satellite office for Westfield is in the planning stages. The OCME examines approximately 5,500 cases each year and conducts an average of 2,900 autopsies which includes approximately 140 homicides.

The OCME has a tradition of strong, mutually beneficial working relationships with leading academic medical centers in Boston and elsewhere in the state, presenting its staff with broad opportunities to teach, perform research, or obtain academic appointments, and permitting access to a wide array of professional consultative services in Pathology and its subspecialties.

The OCME also enjoys excellent relationships with the State's Crime Laboratory, the law enforcement community and the public health community.

Duties and Responsibilities:

The duties of the Chief Medical Examiner shall include:

- Plan, organize, implement, evaluate, and administer the overall operation of the Office of the Chief Medical Examiner in accordance with statutory requirements of Chapter 38 of the MGL;
- Administer and execute a program of medico-legal investigations for sudden, unexplained or violent deaths leading to the proper and accurate certification of the cause and manner of death and autopsy reports;
- Manage a multi-disciplinary staff of approximately 90 employees consisting of medical examiners, medical examiner assistants, forensic anthropologist and odontologist, medicolegal investigators, intake specialists, administrative assistants, accountants and managers;
- Direct the accreditation process with the goal of advancing the office from provisional accreditation to full accreditation by the National Association of Medical Examiners (NAME);

- Establish the OCME as the Commonwealth's center for forensic pathology education, by maintaining the Accreditation Council for Graduate Medical Education (ACGME) accreditation of its forensic pathology fellowship program, continuing to provide forensic pathology training to medical students and residents, and expanding education opportunities for medical examiners to include enhancement of forensic pathology grand rounds;
- Strive for the highest standards in science and medicine in the investigations of deaths occurring within the Commonwealth, and the thorough completion of relevant autopsies;
- Responsible for maintaining complete records on all cases and providing expert testimony on criminal cases for district attorneys and the courts;
- Serve as liaison to, and cooperate with, all elements of the criminal justice system as requested, or necessary, at the time of scene investigation, autopsy, and post autopsy conferences, and in anticipation of future inquiries and evaluations;
- Manage an operating budget of \$9.6 million dollars, including grant funding and a retained revenue account of \$3 million dollars;
- In coordination with EOPSS, advocate for funding and testify on behalf of the fiscal and legislative priorities of the Administration, in front of the Legislature; Oversee the completion of the new satellite office in Western Massachusetts;
- Coordinate the dissemination of information and compassionate services to the families of deceased;
- Perform post-mortem examinations along with staff medical examiners;
- Supervise the approval of approximately 24,000 cremations annually;
- Plan and participate in mass fatality exercises;
- Maintain effective relationships within the Executive Office of Public Safety and Security, the Medicolegal Commission, the legislature, and various stakeholder groups, included but not limited to: families/relatives of the deceased, prosecutors, police, the State Crime Lab, the criminal defense bar, funeral home directors, public health officials, the public, staff, and the media.

Qualifications

The Chief Medical Examiner must be a physician licensed, or qualified to be licensed, to practice medicine in Massachusetts and be board certified in Forensic Pathology. The Chief Medical Examiner must reside in the Commonwealth of Massachusetts within six months of his/her appointment.

A qualified candidate must have substantial experience as a medical examiner. The Chief Medical Examiner must possess strong leadership abilities, demonstrated management expertise, excellent communication skills, the ability to make ethically sound decisions under stressful situations, the ability to coordinate the diverse interests of the agency's stakeholders and to motivate and lead a large and diverse staff from multiple disciplines.

Preferred Qualifications

The preferred candidate should have knowledge of budget and legislative processes. The preferred candidate should also be a gifted educator, capable of fostering strong educational programs and promoting continuing education amongst all staff, and must be capable of building on the existing relationship with the Commonwealth of Massachusetts' robust medical community.

Salary Range: \$250,000 to \$325,000

Interested candidates should apply to Requisition # 170000IR-Chief Medical Examiner, via the Commonwealth's Website at: <https://massanf.taleo.net/careersection/ex/joblist.ftl>, along with a Coverletter and Resume.



An Official website of the Commonwealth of Massachusetts MassCareers Job Opportunities

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An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

Official Title: Chief Medical Examiner

Primary Location United States-Massachusetts-Boston-720 Albany Street

Job Management

Agency Exec Office Of Public Safety & Security

Schedule Full-time

Shift Day

Posting Date Feb 2, 2017

Number of Openings 1

Salary 250,000.00 - 325,000.00 Yearly

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact

Diversity Officer / ADA Coordinator: Eva Augusto - 617-274-5526

Bargaining Unit: 000-Unclassified