

Director of Forensic Biology

DEPT OF HEALTH/MENTAL HYGIENE

Posted on: 02/04/2025

Full-time

Location: MANHATTAN

No exam required

Department OCME-DNA

Salary range: \$210,000.00 – \$225,000.00

Job Description

The Office of Chief Medical Examiner investigates cases of persons who die within New York City from criminal violence, by accident, by suicide, suddenly when in apparent health, when unattended by a physician, in a correctional facility or in any suspicious or unusual manner or where an application is made pursuant to law for a permit to cremate a body of a person.

The core values of CARES guide our work for communities and inform our behavior toward each other and all those we serve.

- Commitment: Dedicated to the mission at all times
- Accountability: Responsible to each other and the community
- Resilience: Adapt in the face of adversity
- Excellence: Achieve and maintain the highest quality
- Service: Innovate to meet evolving needs

OCME seeks a senior forensic laboratory manager to serve as the Director for its Forensic Biology Laboratory, the largest public forensic science laboratory in the United States. Reporting directly to the Chief of Laboratories, the selected candidate will:

- Provide administrative, scientific, and technical operational management for the Forensic Biology Laboratory
- Formulate and implement operational policies, goals, and objectives relating to all DNA functions within the laboratory
- Review federal, state, and local legislation to determine impact on forensic testing
- Advise the Chief Medical Examiner on relevant forensic science matters

- Ensures that the Forensic Biology Laboratory remains in compliance with ASCLD/LAB and ISO accreditation standards and NYS Commission on Forensic Science accreditation program guidelines
- Manages ongoing program operations
- Provide technical supervision of CODIS
- Directs enhancements for LIMS
- Manages new and continuing grant initiatives
- Coordinates activities with local, state, and federal authorities
- Provide technical and/or scientific review of the quality assurance and employee technical training programs evaluating effectiveness for both.
- Provide oversight management in methodology and test validation, as well as applied research.

Minimum Qualifications

1. A Doctorate degree from an accredited college in biology, biochemistry, immunology, molecular biology, molecular genetics, genetics, physiology, or forensic science, plus at least five years of full-time satisfactory experience in a forensic biology, serology, biochemistry, or molecular biology laboratory, three years of which must have been in a supervisory capacity; and forensic science experience directly related to the responsibilities and activities of a forensic biology laboratory in at least 500 death investigations; and documentable court testimony experience in at least 50 criminal cases; and experience in at least 50 crime scene death investigation cases and 50 sexual assault cases; or"
2. A Master's degree from an accredited college in one of the disciplines listed in "1" above, plus at least seven years of full-time satisfactory experience as outlined in "1" above, five years of which must have been in a supervisory capacity; plus the forensic science, court testimony and crime scene experience described in "1" above; or
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have the forensic science, court testimony and crime scene experience described in "1" above.

Preferred Skills

- Demonstrated experience in forensic science laboratory management, program evaluation, and technical administration - Demonstrated skills in program planning, policy implementation and evaluation - Proven leadership ability in developing and motivating a professional scientific staff - Demonstrated program development skills and capacity to

identify service gaps - Improving workflow while maintaining quality casework. - Process mapping - Lean/Six Sigma and project management skills preferred

Public Service Loan Forgiveness

As a prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education's website at <https://studentaid.gov/pslf/>.

Residency Requirement

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

Additional Information

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.