**Class Summary**

The responsibilities of this classification include performing forensic pathology autopsies and post-mortem examinations to determine the cause and manner of death, collecting evidence for legal investigations, and completing reports on each case. Incumbents will also testify in court related to these cases.

**Distinguishing Characteristics**

This is the second level within the three-level classification series. The Associate Medical Examiner classification is distinguished from the Chief Medical Examiner in that the incumbent in the Chief Medical Examiner supervises other Medical Examiners and is responsible for leading and setting the overall direction of the office.

**Examples of Duties**

*In addition to the duties of the Assistant Medical Examiner/Forensic Pathology Trainee, the Associate Medical Examiner will:*

1. Conduct forensic autopsies and post-mortem examinations and determine and certify the cause and manner of death following state laws.
2. Record findings, including autopsy reports, electronic case management records, and case files.
3. Consult with attorneys, provide depositions, and testify in court.
4. Educate and train Forensic Pathology Fellows (Assistant Medical Examiners), medical students, and residents in all aspects of Forensic Pathology.
5. Oversee King County Medical Examiner staff to ensure compliance with the National Association of Medical Examiners standards and state and local laws.
6. Perform other duties as assigned.

**Knowledge/Skills**

Knowledge of the practice of medicine, pathology, forensic pathology, and toxicology

Skill in oral and written communication

Skill in technical (scientific) writing

Skill in interpretation, analysis, and research

Ability to effectively engage in and sustain relationships with people from diverse cultures and socio-economic backgrounds

Ability to work independently and as a team member

Demonstrated proficiency with business applications, such as Microsoft Office suite

**Education and Experience Requirements**

Ten or more years of experience working under a Board Certified Chief Medical Examiner

And any combination of education and experience that clearly demonstrates the ability to perform the job duties of the position

**Licensing, Certification, and Other Requirements**

Washington State Medical License

Certification in Anatomical and Clinical Pathology by the American Board of Pathology or board eligible

Certification in Forensic Pathology by the American Board of Pathology or completed a Fellowship in Forensic Pathology

Some licenses, certifications, and other requirements determined to be necessary to meet the business needs of the employing unit may be required

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| **FLSA Designation** | Exempt (Professional) |
| **Service Status** | Appointed |
| **EEO Code** | 2 |
| **Levels within the same series** | Assistant Medical Examiner/Forensic Pathology Trainee, Associate Medical Examiner, and Chief Medical Examiner |
| **Class History** | 06/2023 - Created |