

FORENSIC SCIENCE SUPERVISOR

KIND OF WORK

Professional supervisory work in the Forensic Science Laboratory, Bureau of Criminal Apprehension.

NATURE AND PURPOSE

Under administrative direction, supervises a group of Forensic Scientists providing analysis and scientific information to law enforcement agencies and the courts to assist them in the interpretation of the significance of physical evidence as it is applied to the adjudication of criminal investigations and trials; performs related work as required.

This classification differs from the Forensic Scientist 3 class in that it has supervisory responsibility over a number of forensic science specialty areas and is responsible for coordinating work among them. This classification reports to the Assistant Director of the Forensic Science Laboratory and is differentiated from that classification by its responsibility for a forensic science specialty group rather than directing all lab operations.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Plan and direct the activities of the work group to facilitate attainment of laboratory goals and ensure consistent application of laboratory policies, procedures and guidelines by adopting priorities, assigning and adjusting work; assessing the need for and directing the training of group scientists; compiling statistics of group work accomplishments and determining the need of the group for supplies, equipment, and personnel.

Administratively supervise forensic scientists to achieve established work objectives and effective allocation of human resources by selecting staff affirmatively, assigning, training, scheduling, directing and evaluating work performance, recommending achievement awards and disciplining subordinate staff.

Examine and compare physical evidence for its identification, individualization or reconstruction by using analytical instruments and forensic science techniques.

Write scientific reports to provide information to requesting agencies, by presenting and interpreting analytical results and offering opinions based thereon.

Testify in court as an expert witness to interpret physical evidence by reporting on his/her scientific analysis and by explaining his/her experience and scientific knowledge.

Direct research done by group scientists to improve or increase the capabilities of laboratory analytical procedures for the identification or comparison of physical evidence by assigning projects and evaluating current lab and staff capabilities and reviewing scientific literature.

Instruct law enforcement agencies on how to recognize, collect and preserve physical evidence, and in the capabilities of the laboratory by presenting instruction at courses scheduled by the Police Training Section of the Bureau, and making presentations to professional law enforcement seminars and meetings.

Confer and consult with other laboratory supervisors to assure the completion of multi-section cases and the solution of laboratory wide problems, by discussing cases or problems with co-workers/ scientists/ Assistant Directors/ Director.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Principles and practices of analytical chemistry, physics, or biology (or related scientific discipline) as they apply to the supervisor's areas of forensic expertise.

Application of scientific principles of forensic analysis to the receipt, security, and analysis of physical evidence.

Analytical instruments and forensic science techniques sufficient to analyze evidence within a forensic science specialty area.

Criminal court procedures and practices, specifically rules of evidence.

State, Federal or local criminal laws that apply to forensic evidence; Department, Bureau and Forensic Laboratory policies, procedures and guidelines as they apply to the supervisor's group.

Human resource policies, procedures and labor contracts sufficient to establish priorities, make work assignments, evaluate and approve the work of a group of forensic scientists.

Ability to:

Examine physical evidence using analytical instruments and forensic science techniques in a specialty area of forensic science.

Evaluate evidence based on facts obtained in investigation and by inspection of the physical evidence.

Organize, assemble and write detailed technical reports based on the results of scientific examinations and incumbent's scientific expertise and experience.

Qualify as an expert witness in courts of law in a specific forensic science specialty, based on training, education, experience and prior qualification in other courts.

Testify as an expert witness presenting technical information and opinions to non-technical audiences in a clear, concise and understandable manner.

Manage the group's case load by the assignment of cases, establishment of priorities, and reviewing of reports.

Direct and evaluate forensic scientists in the supervisor's group through performance reviews.

Direct in-house training, formal courses, and professional meetings and symposiums.

Direct group research activities through the assignment of research projects and the evaluation of the scientific literature.

Skill in:

Operating scientific analytical equipment sufficient to train staff in the use of such equipment, evaluate the effectiveness of the equipment and use the equipment to achieve laboratory goals and complete work assignments.

Est.: 8/88
Rev.:

T.C.:
Former Title(s):