



**State
Police**

KATHY HOCHUL
Governor

STEVEN G. JAMES
Acting Superintendent

POSTING DATE: 02/07/2024

APPLICATION DUE BY: 02/17/2024

Title: SP Director of Forensic Services
Starting Salary: \$191,148.00

Location: Forensic Investigation Center
1220 Washington Avenue
Building 30
Albany, New York 12226
Albany County

Salary Grade: 668

Employment Type: Full-Time

Work Days: Monday-Friday

Union Representation: M/C

DUTIES:

- Responsible for the oversight and management of all aspects of the New York State Police Crime Laboratory System.
- Responsible for liaison to the NY Department of Criminal Justice Services, the NY Commission on Forensic Science and the DNA Subcommittee.
- Responsible for the overall liaison functions of the Laboratory System with district attorneys, courts, police agencies and other government agencies involved in forensic and criminal justice services.
- Responsible for maintaining contact with other laboratories in the State of New York to ensure application of best practices, continuity of efforts and help eliminate duplication in analyses of evidence.
- Responsible for administrative oversight of all Troop Forensic Identification Units regarding training, equipment, case review, technical procedures, safety and health, professional development, inspection and proficiency testing.
- Responsible for maintaining contact with other forensic laboratories in the United States and internationally, to obtain, implement and continuously improve and apply the best forensic technology, procedures and practices in the NYSP Crime Laboratory System.

- Responsible for oversight of research, evaluation, acquisition, validation and implementation of new forensic technology.
- Responsible for oversight of the Statewide Automated Fingerprint Identification System (SAFIS) site, assigned to the State Police.
- Responsible for oversight of the National DNA Index System (NDIS), assigned to the State Police.
- In conjunction with the Assistant Director and other laboratory supervisory personnel, ensures the integrity and quality of forensic analyses and reports.
- Oversee the preparation of all communication regarding laboratory business and correspondence.
- Ensure that the management, operations, personnel procedures, equipment, physical plant and health and safety procedures of the NYSP Crime Laboratory System have met, and will continue to meet, the established standards set forth by the ANSI National Accreditation Board (ANAB).
- Responsible for evaluation and implementation of applicable forensic standards, including the FBI Quality Assurance Standards for DNA Casework and Databank, and the Organization of Scientific Area Committee (OSAC) for Forensic Science Registry Standards.
- Monitor grants, including ensuring that appropriate grant funded opportunities are solicited and obtained. Ensures that the terms and conditions of grants are met.
- Maintain liaison to and participation in forensic science organizations to formally represent the New York State Police Crime Laboratory System.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Extensive knowledge of the theory, principles and practices of forensic science; in collecting, examining, and analyzing evidence; quality assurance and quality control; laboratory accreditation; and in the prosecution of criminal cases.
- Extensive knowledge of federal, state and municipal laws, regulations, and procedures as applied to forensic science work and criminal investigations.
- Knowledge of governmental finance and management accounting.
- Experience in testifying in court as an expert witness.

- The ability to provide leadership and to maintain harmonious, professional relationships with State Police personnel and other law enforcement agencies at the federal, state, and local levels as well as district attorneys and the courts.
- The ability to plan, organize, direct and control the work of employees.
- The ability to express ideas clearly and concisely, orally and in writing.
- The ability to advance original research in the development of new and improved methods of forensic science.
- The ability to work cooperatively and constructively with other forensic laboratory directors and leadership to ensure the best application and continuous improvement of forensic technology, policies and procedures.
- The ability to evaluate, acquire, validate and implement new forensic technology.
- The ability to assess and implement best practices across all aspects of the forensic enterprise.
- Membership in professional forensic science organizations such as the American Society of Crime Laboratory Directors, the American Academy of Forensic Sciences on the local or national level.
- Working knowledge of applicable laws and regulations dealing with the effective operation of a forensic laboratory in New York State including, but not limited to, OSHA, PESHRA, EEO and Article 49-B of New York State Executive Law.

MINIMUM QUALIFICATIONS:

- A Master's Degree in a Natural or Physical Science, Administration (e.g., Public Administration, Business Administration or Criminal Justice) or Computer Science and ten years of progressively responsible experience as a forensic analyst/scientist, including at least seven years supervisory forensic laboratory management experience,

OR

- A Ph.D. in a Natural Science, Forensic Science, Medical Technology, or Pharmacy and eight years of progressively responsible experience as a forensic analyst/scientist, including at least seven years of supervisory forensic laboratory management experience,

AND

- Must satisfactorily complete a background investigation to be an employee of the New York State Police, meet applicable residency requirements, and comply with the New York State Ethics Law and the Rules and Regulations of the Superintendent of State Police with regards to outside employment.

Preference will be given to individuals who meet the following qualifications:

- Advanced work to the level of a doctoral degree.
- Trained as an ANAB, A2LA or ISO forensic laboratory Inspector.
- Previous supervisory experience in a full-service ANAB or A2LA New York State accredited forensic laboratory facility.

Resumes will be evaluated to determine whether candidates will proceed to the interview phase of the process.

HOW TO APPLY:

Kindly send a letter of intent, complete resume and transcripts to:

Email: personnelresumes@troopers.ny.gov

Place in the Subject line: *Director of Forensic Services*