MEDICAL EVALUATION & DONATION REFERRAL COORDINATOR

Be the vital starting point to sharing the gift of organ, eye and tissue donation in your community

Have you ever wondered what happens after you checked the DONOR box on your driver’s license? Donation occurs when candidates, representative of our local communities, bring their clinical knowledge, critical thinking skills and advocacy to our Donor Services team. The team coordinates with our hospital partners, transplant centers, medical examiners and funeral homes while also communicating the opportunity for grieving families to honor their loved one by saving & healing lives through organ, eye and tissue donation.

Organization Overview
LifeSource is the dedicated organ procurement organization for Minnesota, North Dakota and South Dakota – saving and healing lives through organ, eye and tissue donation. We manage all aspects of the donation process from public awareness initiatives to encourage opt-in, recipient matching and recovery coordination, and donor family support.

Leave a remarkable impact on thousands with past, present and future connections to donation. Our coordinators are responsible for guiding the donation process, managing referral calls, evaluating each unique donation situation, coordinating with medical professionals and offering the opportunity for donation via phone.

- Manage communication and review medical records with external healthcare professionals to evaluate a patient’s organ, eye or tissue donation potential.
- Engage in establishing rapport with donor families, via phone, presenting the opportunity for donation and supporting them through further medical history discussion.
- Collaborate and coordinate logistics with other donation organizations and transplant centers supporting the transplantation process.


- Education & experience equivalent to a bachelor’s degree in health sciences or related field and 2 years of experience with medical terminology, human anatomy or disease processes in a direct patient or family care setting.
- With the variation of work duties and unplanned volume, it is essential to have strong personal stress management skills.
- Commitment to work 36 hours per week; three, twelve-hour shifts that includes days, nights, weekends and some holidays.
- Ability to connect & provide customer service to community members at the time of loss, while honoring confidentiality of all medical information.

Inspired by the gift of life
Working with families whose lives have been immeasurably changed through donation keeps us inspired. Donor families who have found peace and strength to move ahead. And grateful recipients and their families. We’re working, every day, to help the nearly 3,300 people in the Upper Midwest in need of a lifesaving transplant.

Losing his daughter Jasmine was the most devastating experience of Mark Little Elk’s life. But through Jasmine’s heart, lung and kidney donation, Mark has experienced healing and even beat addiction. Last summer, he gathered with Jasmine’s recipients to celebrate her life and generosity.

Ready to join the LifeSource team? APPLY NOW:
www.life-source.org/employment