

## **POSITION: ASSISTANT PUBLIC DEFENDER**

**POSITION OVERVIEW:** The Seventeenth Judicial Circuit Public Defender Corporation (Mon Defender) – an innovative, progressive, holistic indigent defense office seeks a passionate criminal defense attorney to join our staff.

We are a public defender non-profit that is radically transforming how low-income people in West Virginia are represented in the legal system, and, in doing so, is transforming the system itself. We seek thoughtful, creative, energetic individuals with a strong commitment to social justice to join our dynamic and diverse staff.

**QUALIFICATIONS:** Must be a licensed member of the West Virginia State Bar or eligible to be licensed.

**PREFERRED:** Experience with: felony jury trials, pretrial motions, general criminal law, abuse and neglect and juvenile cases, appellate work, general computer knowledge, including Office 365.

**HOURS:** Normal work hours Monday-Friday 8:30 a.m. – 5:00 p.m.; includes a one hour unpaid lunch; minimum work of 37.50 hours per week. Occasional on-call hours for mental hygiene proceedings. Additional hours as needed to fulfill obligations to clients.

**BENEFITS:** Health insurance, PTO, including holidays, annual and sick leave, PERS (Public Employees Retirement System).

**PAY:** Salary range of \$60,000 - \$70,000. Salary commensurate with experience and qualifications.

### **RESPONSIBILITIES:**

- Representation of indigent persons in misdemeanor and felony cases, juvenile, abuse and neglect, mental hygiene, extraditions, habeas corpus, appeals, court hearings and general trial proceedings.
- Engage in intensive client interviewing, counseling, research, writing, oral advocacy and negotiations as part of legal representation
- Maintaining confidentiality in all office-related matters, consistent with the West Virginia Rules of Professional Conduct, or other applicable PDC policies.
- Demonstration of good working knowledge of PDC policies and procedures.
- Attendance at, and participation in certain, PDC or other meetings, trainings, and conferences.
- Maintaining a cordial and professional attitude towards clients, families, employees and the community at large.
- Willingness to engage in the “holistic defense” model and assist clients in their needs inside and outside of the courtroom.

### **SOCIAL JUSTICE:**

The Seventeenth Judicial Circuit Public Defender Corporation is an Equal Opportunity Employer.

**Please send resume, writing sample and list of references to:**

Justin M. Hershberger, Public Defender, Seventeenth Judicial Circuit Public Defender Corporation, 265 Spruce Street, Suite 300, Morgantown, West Virginia 26505, or by email to: [justin@mondefender.org](mailto:justin@mondefender.org) or facsimile to: 304-974-0410.