



COUNTY OF MONTEREY  
invites applications for the position of:

# Deputy Public Defender I, II, III, IV

*An Equal Opportunity Employer & a Drug-Free Workplace*

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**SALARY:** Depends on Qualifications

**OPENING DATE:** 12/05/11

**CLOSING DATE:** Continuous

**POSITION DESCRIPTION:**

The Office of the Public Defender provides legal representation to indigent persons charged with crimes in Monterey County, ranging from the simplest misdemeanor to complex capital cases. The guiding principle of the office is that each client is entitled to the best outcome legally attainable. Our attorneys, investigators and support staff take great pride in providing a consistently high level of service.

**Deputy Public Defender I:** Work at this level is under the direction of more experienced attorneys to perform a broad range of professional and legal representation services, and prepare and defend criminal cases on behalf of the Public Defender. Class assignments increase in complexity as the employee gains experience and knowledge.

**Deputy Public Defender II:** Incumbents at this level are expected to independently manage a routine caseload. Those hired at the entry level of Deputy Public Defender I may be advanced to the Deputy Public Defender II level if, after a minimum 90-day evaluation period, the incumbent meets the requirements for the higher level class, and the employee receives a recommendation for promotion by the appointing authority.

**Deputy Public Defender III:** Employees at this level are expected to independently manage a difficult criminal caseload involving complex legal research and interpretation.

**Deputy Public Defender IV:** At this level, employees independently manage the most difficult criminal cases including homicides and potential capital cases.

**EXAMPLES OF DUTIES:**

Attends scheduled court hearings such as arraignments, pretrial hearings and motions, sentencing and probation revocations

Researches questions of law and evidence and applies statutory and decisional case law, along with such other legal treatises as may be required, in the preparation of cases for hearing in court

Prepares and defends criminal cases by presenting opening statements, interrogating and cross examining witnesses, introducing evidence, making relevant objections, arguing points of law, and presenting closing arguments

Prepares legal briefs, motions, memorandums of points and authorities, documents and pleadings

Interviews victims, police officers and witnesses

Marshals, reviews and prepares evidence for presentation in court; organizes facts and legal arguments and marshals witnesses in preparation for trial and other court proceedings

Determines nature and extent of liability and may negotiate the appropriate disposition of criminal cases without going to trial

Organizes facts and legal arguments and marshals witnesses in preparation for trial and other court proceedings; determines nature of follow-up investigations needed for trial

May train and/or serve as lead worker over less experienced attorneys

**ADDITIONAL INFORMATION:**

**MINIMUM QUALIFICATIONS**

**License:**

Pursuant to Section 6060 of the Business & Professions Code, current, valid membership in the California State Bar is required at the time of appointment.

**Depending Upon Position Level, from "Some" to "Thorough" Knowledge of:**

- The principles of criminal and civil law, criminal procedure, and trial practice
- The methods of legal research and writing
- Statutory, constitutional and decisional criminal laws of the State of California
- The rules of evidence

**Skill and Ability to:**

- Gather and evaluate complex data and draw logical conclusions
- Evaluate facts and formulate an effective course of action
- Read, interpret and apply the principles contained in statutes, published court decisions and other relevant legal precedent
- Orally communicate complex information and concepts to persons of divergent socio-economic and cultural backgrounds
- Present persuasive arguments as an advocate in a clear and reasoned manner
- Interrogate and cross-examine witnesses in a courtroom
- Write clearly and concisely
- Organize large quantities of complex material in a logical manner for presentation in court
- Effectively and logically present evidence in complicated criminal proceedings
- Recognize and evaluate approaches to situations of a potentially sensitive nature
- Provide excellent and courteous customer service and establish and maintain cooperative work relationships with those contacted in the course of work

- Work independently under general supervision; think creatively
- Develop new methods, procedures or approaches to achieve desired results
- Effectively use a personal computer
- Some positions may require the ability to train and review the work of less experienced attorneys

**CONDITIONS OF EMPLOYMENT**

- Independently manage a heavy caseload, which may require extra hours of work
- Possession of a valid California class C driver's license and a satisfactory driving record, which must be maintained throughout employment
- Rotate between the Salinas, Monterey and King City courthouses
- Successfully complete a reference and background check

**PRIORITY SCREENING**

In order to be guaranteed consideration for this recruitment, both the County of Monterey Application and the answers to the Supplemental Questions must be submitted by 5pm on December 23, 2011. Materials received after that deadline may or may not be considered. Applicants who fail to provide all required materials will not be considered. The selection process is tentative; applicants will be notified if changes are made. Application materials may be obtained from and submitted to:

**County of Monterey, Human Resources  
168 West Alisal Street, 3rd Floor  
Salinas, CA 93901**

**Or apply online at:**

**<http://agency.governmentjobs.com/montereycounty/default.cfm>**

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Position #11/39PXX/04GMc  
DEPUTY PUBLIC DEFENDER I, II, III, IV  
GM

168 West Alisal Street, 3rd Floor  
Salinas, CA 93901  
(831) 755-5115

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## Deputy Public Defender I, II, III, IV Supplemental Questionnaire

- \* 1. Do you currently possess current, valid membership in the California State Bar? If so, please attach a copy.  
Yes   No
  
- \* 2. Please select the answer that best describes your experience with handling misdemeanor jury and court trials.  
 0-10  
 11-20  
 more than 20
  
- \* 3. Please select the answer that best describes your experience with handling felony jury and court trials.  
 0-10  
 11-20  
 more than 20
  
- \* 4. Describe the types of charges you have handled, the factual/legal issues involved, and what your prosecution or defense strategy was. Include information regarding your role, level of responsibility and authority, the type and complexity of issues addressed and the methods used to gain concurrence and/or resolution.
  
- \* 5. Please describe the most significant court or jury trial of your career thus far by listing the most serious charge, the factual/legal issues involved, and what your prosecution or defense strategy was. Include information regarding your role, level of responsibility and authority, the type and complexity of issues addressed and the methods used to gain concurrence and/or resolution.
  
- \* 6. Describe your experience in handling serious felonies, homicides and/or potential capital cases. Include information regarding your role, level of responsibility and authority, the type and complexity of issues addressed and the methods used to gain concurrence and/or resolution.
  
- \* Required Question