

Applications are being accepted at the Wayne County Human Resource Department for the position of Full Time Public Defender to be filled January 1, 2011.

Applications accepted up to September 20, 2010

2011 Salary: \$ 75,000 - \$85,000 depending on experience.

Selected candidate will be required to reside in Wayne County.

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PUBLIC DEFENDER

GENERAL STATEMENT OF DUTIES:

Represents when requested indigent defendants charged with crimes; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS:

The Public Defender shall represent without charge or by order of the Court with the consent of the defendant each indigent defendant who is charged with a crime as defined by Section 722(a) of the County Law. The Public Defender shall counsel and represent the defendant at every stage of the proceedings following his arrest and shall initiate such proceedings as in his/her judgment are necessary to protect the rights of accused and may in his/her discretion prosecute any appeals if in his/her judgment the facts and circumstances warrant such. In addition the Public Defender may assign professional, technical and clerical personnel in the investigation, preparation, conduct and appeal in any court proceedings involving indigent defendants. The work is performed under guidelines provided by law. The Public Defender exercises supervision over Assistant Public Defenders, clerical and support staff.

EXAMPLES OF WORK: (Illustrative only)

- Assigns counsel or attorneys for each indigent defendant who is charged with a crime;
- Appoints sub-professional, technical and clerical employees to assist in defending indigent;
- Ensures that defendants are represented and counseled at every stage of the proceedings following arrest;
- Maintains active case load of defense cases;
- Initiates such proceedings which are necessary to protect the rights of the accused;
- Prepares any appeal which is warranted under existing circumstances;
- Prepares and administers annual budget;
- Keeps records and makes reports.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Comprehensive knowledge of the principles and practices of criminal law applicable to state and federal criminal law; comprehensive knowledge of criminal court procedures and of the rules of evidence; a high degree of skill in the preparation of briefs; skill in presentations of a defense before a jury; special ability to analyze, appraise and apply legal principles, facts and precedent to legal problems; ability to communicate effectively, sensitivity to the issues of indigent defendants; initiative; tact; courtesy; good professional, managerial, fiscal and administrative judgment.

ACCEPTABLE TRAINING AND EXPERIENCE:

Five years of experience as a practicing attorney in the field of criminal law, three years of which must have involved extensive litigation experience.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

Eligibility for admission to practice as an attorney and counselor at law before the courts of the State of New York at the time of application for appointment. Must be admitted to bar of the State of New York at the time appointment.

June 1966. Re-adopted 08/02/76

Revised & Adopted 8/12/10