

WICHITA COUNTY

Job Announcement



Job Posting Number: 2022-057

POSITION: Assistant Public Defender (Junior Grant Position)

LOCATION: Wichita County Courthouse Annex
600 Scott Street, Room 204
Wichita Falls, Texas 76301

SUPERVISOR: Chief Public Defender

HOURS: 8:00 a.m. – 5:00 p.m., Monday – Friday (or, as required)

SALARY: \$63,000 - \$70,000 Annually (Depending upon Qualifications)

POSTING DATE: June 1, 2022

CLOSING DATE: Open Until Filled

► **GENERAL DESCRIPTION:** Provide legal representation of indigent adult defendants from initial detention through the appeal process, if necessary. This is a TIDC grant position subject to the Community Supervision and Pretrial Diversion Program mandates and requirements.

► **ESSENTIAL DUTIES:**

- Provide legal representation of adults charged with class B misdemeanors and above. Such legal representation shall focus on pretrial diversion programs and initiatives beginning with attendance at magistration and bail/bond hearings and continuing until indictment. Representation will also include individuals facing motions to revoke community supervision and motions to proceed to adjudication, modification and amendment of community supervision as well as associated new charges and indictments.
- Jail visits for bond issues/casework.
- Case consultations with clients.
- Plea bargain negotiations.
- Preparation of cases for revocation and adjudication hearings and, if necessary trial.

► **MINIMUM REQUIREMENTS:**

- Must be licensed to practice law in the State of Texas or awaiting State Bar of Texas Bar Exam results and eligible for licensure.
- Demonstrated interest in criminal law.
- Possess public speaking and legal research and writing skills.
- Capable of managing an active criminal trial case load.
- Capable of operating in a multi-tasking office.

► **CONDITIONS OF EMPLOYMENT:**

- Must be capable of working in various work locations to include offices, courtrooms, and external environments.
- Must be capable of working in hostile environments to include hostile clients and opposing attorneys.
- Must be able to work overtime hours, when necessary.

► **APPLY TO:**

**James A Rasmussen, Chief Public Defender,
600 Scott Street, Room 204
Wichita Falls, Texas 76301 940.766.8199**

**Wichita County
Human Resources Office
900 7th Street, Room 130
Wichita Falls, Texas 76301
940.766.8108**

EQUAL OPPORTUNITY EMPLOYER: It is the policy of Wichita County to recruit, hire, train, and promote persons in all job categories without regard to race, color, national origin, religion, sex, age, or disability. It is the policy of Wichita County to consider qualified individuals according to ADAAA standards. If notified in advance, requested accommodations will be considered. Final reasonable accommodations will be determined in accordance with ADAAA standards by departments after appropriate consultation. Rejected accommodations will be documented and retained on file.

TEXAS RELAY: TDD 1-800-735-2989, VOICE 1-800-735-2988. For candidates requesting Braille, Mobility requests, etc., please call 940.766.8108. HR/ADA Compliance Office, Room 133, Wichita County Courthouse, 900 7th Street, Wichita Falls, Texas 76301.