



EMPLOYMENT OPPORTUNITY

MINORITIES, WOMEN AND INDIVIDUALS WITH DISABILITIES ARE STRONGLY ENCOURAGED TO APPLY.
AN EQUAL OPPORTUNITY EMPLOYER. APPLY ONLINE AT: WWW.MARINCOUNTY.ORG/JOBS

DEPUTY DISTRICT ATTORNEY III

District Attorney's Office

RECRUITMENT CLOSING DATE

Tuesday, March 15, 2022
At 4:00 pm

SALARY

\$8,337- \$11,850 / Month
Recruitment #2522-22-03

ABOUT US:

At the County of Marin, our employees overwhelmingly report feeling their work is meaningful, they like the work they do and they are proud to tell people "I work for the County of Marin." Read on to find out more about this opportunity.

ABOUT THE POSITIONS:

Two vacancies currently exist within the District Attorney's Office which may be filled at either the Deputy District Attorney I or II level. Candidates will be considered for the level(s) for which they meet minimum qualifications. The first position is a full-time, fixed-term position in the DUI Prosecution Program. The second position is a full-time, regular hire position in the General Prosecution Unit.

The fixed-term position is funded through September 30, 2022 and continuation is dependent upon ongoing funding by the California Office of Traffic Safety. Per PMR 48.2, fixed term employees are not subject to Reduction in Force rights at the completion of the term.

The salary range for each classification level is as follows:

[Deputy District Attorney I:](#) \$8,337 - \$9,236 / Month

[Deputy District Attorney II:](#) \$9,743 - \$11,850 / Month

DUI Prosecution Program

The fixed term DUI Prosecution Program position provides professional legal services focused on the preparation and prosecution of driving under the influence (DUI) cases as part of a California Office of Traffic Safety grant-funded vertical prosecution team. This person prosecutes cases in Marin Superior Court; conducts pretrial interviews with victims, witnesses, defense attorneys and arresting officers; prepare cases for trial; advises law enforcement agencies in legal and evidentiary matters prior to issuance of criminal complaints; prepares search warrants and arrest warrants; and conducts community outreach.

General Prosecution Unit

In addition to those duties outlined above, the General Prosecution Unit provides professional legal services in the preparation and prosecution of a variety of criminal and/or civil matters which may include DUI cases but are not limited to DUI cases.

ABOUT YOU:

Our Highly Qualified Candidate: The ideal candidate has a demonstrated willingness to perform any aspect of District Attorney legal services and possesses the knowledge and skills to work independently and collaboratively on all assignments including litigation matters. The candidate has a proven track record of excellent customer service and is a team player, working respectfully, collaboratively and developing positive working relationships with colleagues, clients, staff and court personnel.

In addition to the above, the ideal candidate will possess recent experience prosecuting driving under the influence (DUI) cases and must submit a list of DUI cases they have prosecuted to verdict since January 1, 2018.

We recognize your time is valuable, so please do not apply if you do not have at least the following required Minimum Qualifications:

Deputy District Attorney I:

Possession of Juris Doctor Degree. Current active membership in the State Bar of California.

Deputy District Attorney II:

In addition to the above, one (1) year of progressively responsible experience as a Deputy District Attorney or an equivalent combination of training and experience.

The County will initially review all applications based on the minimum qualifications and will notify candidates which level(s) they meet the qualifications and will therefore be considered for throughout the recruitment process.

ABOUT THE PROCESS:

First round interviews are tentatively scheduled for March 23rd – 25th.

All applicants will receive email notifications regarding their status in the recruitment process. These emails will come from Jobs@marincounty.org. Please be sure to check your spam settings to allow our emails to reach you. You may also log into your governmentjobs.com account to view these emails.

Testing and Eligible List: Depending on the number of qualified applications received, the examination may consist of a highly qualified review, application screening, online assessment, written examination, oral examination, performance examination, or any combination to determine which candidates' names will be placed on the eligible list.

The eligible list established from this recruitment will be used to fill the current vacancies and any future vacancies for open, fixed-term, full-time or part-time positions which may occur in this assignment while the list remains active. Eligible lists remain active for a minimum of six (6) months.

Special Requirements: The selected candidate must pass a background investigation as required for employment in a law enforcement agency. The successful candidate must successfully complete the training requirements per the California Penal Code (currently PC §13835.10) within the first year of employment.

HOW TO APPLY: You may apply online at www.marincounty.org/jobs

EQUAL OPPORTUNITY EMPLOYER

MARIN COUNTY HUMAN RESOURCES DEPARTMENT
3501 CIVIC CENTER DRIVE ● ROOM 415 ● SAN RAFAEL, CA 94903-4189
OFFICE PHONE (415) 473-6104 ● TTY (415) 473-5780

Paper or Faxed application documents will not be accepted. If you need assistance completing an online application, contact us at 415 473-2126.

Reasonable accommodation for people with disabilities may be requested by calling (415) 473-6104 (voice) or (415) 473-5780 (TTY) at least 72 hours in advance of a scheduled exam. Copies of documents are available in accessible formats upon request.