



# EMPLOYMENT OPPORTUNITY

People of color, women and individuals with disabilities are strongly encouraged to apply. An equal opportunity employer.

[Apply online](http://www.marincounty.org/jobs) (www.marincounty.org/jobs)

## DEPUTY DISTRICT ATTORNEY III DISTRICT ATTORNEY'S OFFICE

**RECRUITMENT CLOSING DATE: Friday, November 18, 2022 at 4:00pm PST**

**SALARY: \$13,156 - \$15,994 / Month**

**Recruitment # 2523-22-10**

### 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." Discover more about us, our values and our organizational culture [here](#). Read on to find out more about this opportunity:

### ABOUT THE POSITION:

The District Attorney's Office is currently hiring one (1) full-time regular hire and one (1) full-time regular hire fixed term (2 years) Deputy District Attorney III.

This position provides professional legal services in the preparation and prosecution of a variety of criminal and/or civil matters. Specifically, the position:

- Advises law enforcement agencies in legal and evidentiary matters prior to the issuance of a complaint
- Approves or refuses the issuance of criminal complaints and petitions
- Reviews and prepares search and arrest warrants and supporting affidavits
- Prepares both misdemeanor and felony cases for jury trial and prosecute these cases
- Interviews and advises complainants and witnesses
- Negotiates dispositional offers with defense attorneys
- Participates in reviews on criminal cases involving immigration and three strike issues
- Handles criminal court calendars and motions
- Researches, writes, and litigates pre-trial motions and do trial work for both misdemeanor and felony trial-teams
- Provides research assistance to attorneys
- Handles writ and appeal work including conducting hearings in both the superior court, appellate division, court of appeal, and supreme court
- Researches and responds to post-conviction challenges

In addition, this position may also lead a unit, supervise a small group of other attorneys, act as a team coordinator and/or a trial attorney. The general duties and minimum requirements of this position are described in the class specification [here](#).

### ABOUT YOU:

The ideal candidate has extensive criminal experience conducting jury trials and evidentiary hearings, as well as a background in legal research and writing, and appellate litigation. The ideal candidate has experience interpreting emerging laws and is an experienced courtroom advocate.

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

- Possession of Juris Doctor Degree.
- Three (3) years of progressively responsible experience as a Deputy District Attorney or an equivalent combination of training and experience.

### Certificates and Licenses

Current active membership in the State Bar of California required.

## **ABOUT THE PROCESS:**

All applicants will receive email notifications regarding their status in the recruitment process. 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.

**Important COVID-19 Information:** Depending on work assignment and applicable State or Federal Public Health Order, some employees may be required to be fully vaccinated and/or consent to weekly COVID-19 testing. To help mitigate transmission, masks are required for all individuals, regardless of vaccination status, in certain workplace settings per the [California Department of Public Health](#) and masks are strongly recommended by the Marin County Public Health Officer in all other settings.

**Disaster Service Workers:** All County of Marin employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

## **HOW TO APPLY:**

[Apply online](http://www.marincounty.org/jobs) (www.marincounty.org/jobs)

Marin County Human Resources Department

3501 Civic Center Drive ● Room 415 ● San Rafael, CA 94903-4189

Office Phone (415) 473-6104 ● TTY use 711 for CRS

**Paper or Faxed application documents will not be accepted. If you need assistance completing an online application, contact us at 415 473-2126 or TTY use 711 for California Relay Service (CRS).**

**Equal Employment Opportunity Employer:** The County of Marin is committed to diversity and invites all qualified people to apply, including persons of color, women, and individuals with disabilities. Upon request, reasonable accommodation may be made for persons with disabilities and for religious reasons, where necessary. If you have questions regarding equal employment opportunities or the position announcement, please contact the Human Resources Department at (415) 473-6104 or TTY use 711 for CRS.

Reasonable accommodation for people with disabilities may be requested by calling (415) 473-6104 (voice) or TTY use 711 for CRS at least five work days in advance of a potential scheduled exam, recruitment step or interview. Copies of documents are available in accessible formats upon request.
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