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| |  |  |  | | --- | --- | --- | | http://agency.governmentjobs.com/images/AgencyImages/SBColorLogoJPG2.jpg | **COUNTY OF SANTA BARBARA**  **INVITES APPLICATIONS FOR THE POSITION OF:**  **Deputy Public Defender IV**  Job Bulletin# 17-2303-01  *An Equal Opportunity Employer* |  | |
| |  | | --- | | **SALARY:** $52.90 - $75.57 Hourly $110,408.65 - $157,723.66 Annually  Plus additional cash allowance $6149.26 Annually |   **OPENING DATE:** 10/04/17 **CLOSING DATE:** 10/12/17  We are accepting applications to fill vacancies in **All Locations**. The current vacancies are in the **Public Defender's Office**. We are accepting applications to establish **one** list that will be used to fill vacancies at all locations (separate lists for different locations will **not** be established). Therefore, applicants must check "All Locations" on the application and be willing to accept assignment at any location.   **THE POSITION:** Under direction, interviews, advises, and represents clients in authorized criminal and civil cases; structures and directs investigations; prepares trials, pleadings, and motions; tries cases before court and jury; effectively presents sentencing and disposition positions on behalf of clients; and performs related duties as required and appropriate.  As a Deputy Public Defender IV, incumbents must have demonstrated a mastery of litigation; engage in extensive and significant jury trial and law and motion work, representing clients in the most complex and serious matters, including life sentence or capital cases, Three Strikes cases, cases involving multiple defendants and/or multiple juries, high-profile or controversial cases, and cases with constitutional implications.  **EXAMPLES OF DUTIES:**   1. Interviews clients regarding prospective criminal or civil actions and advises them of their rights and legal options; structures and directs investigations; reviews evidence; interviews witnesses and prepares them to testify. 2. Conducts legal research; analyzes statutes, case law, evidence, and other relevant information in order to develop case strategies. 3. Prepares for trials; negotiates with prosecuting authorities on disposition and modification of cases; appears with and for defendants in court hearings, making appropriate legal motions, pleas, and arguments on points of law; participates in jury selection; makes final arguments and summations in defense of the accused in trial courts. 4. Prepares petitions, briefs, arguments, motions, pleadings, other legal instruments, reports, and correspondence, and argues in the appropriate forum.   **EMPLOYMENT STANDARDS:** Active membership in the State Bar of California, **AND**   1. Three years of progressively responsible experience as an attorney in the practice of public law or six years as a general practicing attorney; or, 2. one year of experience performing duties equivalent to the class of Deputy Public Defender III with Santa Barbara County; or, 3. a combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge, abilities, and license.   **Knowledge of:** the principles of criminal and civil law and their application; legal research methods; the organization, powers, and limitations of county governmental functions; California civil and criminal codes; the U.S. and California Constitutions; rules of evidence, trial procedures; administrative law; ethical and professional rules of conduct; negotiating techniques; duties, powers, limitations, and authority of the Office of the Public Defender..  **Ability to:** perform legal research; analyze and apply legal principles and precedents, facts, and evidence to legal problems; present statements of law, facts, and arguments clearly, logically, and effectively, in both written and oral format; work cooperatively with and represent persons from a wide variety of socioeconomic backgrounds; maintain confidentiality and objectivity; work effectively with others, often under stressful conditions; manage a caseload; interview witnesses; negotiate settlements; present and conduct trials; understand and apply policies and practices; effectively analyze difficult legal problems; interpret complex Appellate Court decisions pertaining to criminal law; anticipate legal reasoning of prosecuting attorneys; prepare and conduct the most difficult felony cases.  **SELECTION PROCESS:**   1. **Review applications** and supplemental questionnaires to determine those applicants who meet the employment standards. 2. **Supplemental Questionnaire Ranking.**  Responses to the required supplemental questionnaire will be evaluated and scored.  Candidates' final score and rank on the eligibility list will be determined by their responses to the supplemental questionnaire.   Candidates must receive a percentage score of at least 70 on the Supplemental Questionnaire examination to be placed on an employment list.  An adjustment may be made to raw scores based on factors listed in Civil Service Rule VI.  Those candidates who are successful in the selection process will have their names placed on the employment list for a minimum of three months.  At the time the employment list is established, all candidates will receive an email notice of their score on the exam(s), rank on the employment list, and exact duration of the employment list.  Human Resources will notify you by mail if your name is removed.   **REASONABLE ACCOMMODATIONS:** The County of Santa Barbara is committed to providing reasonable accommodations to applicants. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the recruiter listed on the job posting. We require verification of the needed accommodation from a professional source, such as a doctor, or learning institution.  **MINIMUM BACKGROUND CHECK**:  Employment in this class requires successful completion of a criminal background investigation.  **PROBATION PERIOD AND POST OFFER MEDICAL:** Prior to appointment, the appointee must pass a post-offer medical evaluation or examination and submit written documentation of his/her legal right to work in the United States.  The appointee must satisfactorily complete a probationary period.  **BENEFITS** The County of Santa Barbara offers generous benefits, please visit our website at: http://cosb.countyofsb.org/hr/CompSumm.aspx?id=11024  **Recruiters will communicate with applicants by email**during each step in the recruitment process. Applicants are reminded to check spam filters continuously during the Recruitment & Selection Process steps listed above to ensure they do not miss required deadlines.  The County of Santa Barbara respects and values a diverse workforce and strongly promotes strategies and activities to recruit, develop and retain qualified persons of varied backgrounds, lifestyles, experiences and races.  **APPLICATION AND SUPPLEMENTAL QUESTIONNAIRE DEADLINE: 10/12/17; 5:00 pm.** postmarks are not accepted.  Applications and job bulletins can be obtained 24 hours a day at www.sbcountyjobs.com.  In Santa Barbara, applications and job bulletins may be obtained at the Human Resources Department, 1226 Anacapa Street, from 8:00 a.m. to 5:00 p.m.  In Santa Maria, applications and job bulletins can be obtained on-line only at the Workforce Resource Center located at 1410 S. Broadway, from 8:00 a.m. to 5:00 p.m.  Debbie Beach, Senior HR Recruiter |

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| **Deputy Public Defender IV Supplemental Questionnaire** | | |
| \* | | 1. | I acknowledge that it is my responsibility as an applicant to provide sufficient information on my application to demonstrate that my education and experience meets the employment standards (minimum qualifications) for this position as detailed in the job bulletin. I further acknowledge that if the County determines that I do not meet the employment standards there will be no opportunity for me to provide additional information regarding my application after the closing date listed on the job bulletin. Therefore, I understand that before submitting a job application, it is important that I review the job bulletin thoroughly and ensure that my application clearly reflects how my education and experience meets the employment standards at the time I submit my application. |
|  | | | Checkbox I understand |
| \* | | 2. | The Human Resources Department communicates with All Applicants through e-mail. Please make sure your email address is entered correctly and it is current. If you feel you are not receiving your emails, please check your spam or junk inbox for our emails. |
|  | | | Checkbox I understand |
| \* | | 3. | As part of the application process, a completed supplemental questionnaire must be submitted along with the standard application form. Resumes will be accepted, but NOT in lieu of a completed application and supplemental questionnaire. |
|  | | | Checkbox I understand. |
| \* | | 4. | This position requires that you are willing to work at All Locations and you are agreeing to these terms, regardless of your selection on your application. All candidates hired, can be placed at any location and transferred to another location during your employment with Santa Barbara County. |
|  | | | Checkbox I understand and agree with the terms Checkbox I am not willing to agree with terms |
| \* | | 5. | All applicants must meet one of the requirements (minimum qualifications) listed below at the time you apply. It is the applicant's responsibility to provide all supporting information on their application and not on your resume. EMPLOYMENT STANDARDS: Active membership in the State Bar of California; **AND**,  1. Three years of progressively responsible experience as an attorney in the practice of public law or six years as a general practicing attorney; or,  2. one year of experience performing duties equivalent to the class of Deputy Public Defender III with Santa Barbara County; or,  3. a combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge, abilities, and California license.  I understand that I need to answer question 6 and 7 to show how I meet the employment standards. |
|  | | | Checkbox I understand |
| \* | | 6. | Select which one describes your qualifications. You are required to put your Bar License Number and expiration date on your application under Licenses. |
|  | | | Checkbox I have an active membership in the State Bar of California Checkbox I have an active membership (not in State of California) Checkbox I do not have an active membership |
| \* | | 7. | Please select which one you qualify based on your experience. |
|  | | | Checkbox I have three years of progressively responsible experience as an attorney in the practice of public law Checkbox I have less than three years of progressively responsible experience as an attorney in the practice of public law Checkbox I have six years as a general practicing attorney Checkbox I have less than six years as a general practicing attorney Checkbox I have two years of experience performing duties equivalent to the class of Deputy Public Defender II with Santa Barbara County Checkbox I have three years of a combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge, abilities, and license in attorney in the practice of public law. Checkbox I have six years of a combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge, abilities, and license in general practicing attorney. Checkbox None of the above |
| \* | | 8. | The supplemental questionnaire will be used as a scored examination. This will determine your ranking on the employment list for this job. Formal protests of supplemental questionnaire content must be filed in writing with the Human Resources Department within three (3) working days after the recruitment closing date, and are limited to the following: that the knowledge, skills, or abilities tested are not required for the job; and/or there are substantial errors in the questions. Formal protests of supplemental questionnaire exam procedures must be filed in writing with the Human Resources Department during the first five (5) working days immediately following the date notices of exam results were sent to candidates. Procedural protests are limited to the following: that irregularity (noncompliance with Civil Services Rules, applicable laws, etc.), bias, or fraud occurred in some aspect of the examination procedure. Checkbox I understand |
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| \* | | 9. | Your responses to the following questions will be scored. We ask that when answering the following questions that you are honest and truthful. Misrepresentation or falsification of information on an application or on the supplemental is grounds for disqualification and/or termination of employment. The County reserves the right to investigate the accuracy of any information submitted. Checkbox I understand. |
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| \* | | 10. | Please list specialized training you have completed, such as that offered by the California Public Defenders Association, California Attorneys for Criminal Justice, Continuing Education of the Bar, or other providers related to criminal law. Please select the number of specialized training you have completed. |
|  | | | Checkbox Seven or more Checkbox Five or Six Checkbox Three or four Checkbox One or two Checkbox None |
| \* | | 11. | Based on your selection above, please list the specialized training you have attended. |
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| \* | | 12. | Based on your experience preparing writs and appeals, please select your level of experience related to criminal defense work. |
|  | | | Checkbox Extensive Writ(s) Or Appeal(s) Experience Checkbox Moderate Writ(s) Or Appeal(s) Experience Checkbox Minimal Writ(s) Or Appeal(s) Experience Checkbox No Writs Or Appeals Experience |
| \* | | 13. | Based on your selection above. A) Provide the number of Writs you have done. B) Provide the number of Appeals you have done. |
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| \* | | 14. | Please check one that most accurately reflects any experience you have working with people of diverse cultural and economic backgrounds and where you acquired the experience that would aid you in performing the duties of Deputy Public Defender. |
|  | | | Checkbox Non-English speaking persons Checkbox Persons born and raised in foreign countries Checkbox Persons with ethnic backgrounds different from your own Checkbox Persons with linguistics difficulty (e.g. sign language) etc Checkbox Persons with mental disabilities requiring special attention Checkbox None of the above |
| \* | | 15. | Based on your selection above, please provide a brief description of your experience. |
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| \* | | 16. | Are you a California State Bar Certified Criminal Law Specialist? |
|  | | | Checkbox No Checkbox Yes |
| \* | | 17. | Select all that you have experience in. |
|  | | | Checkbox PC 187 and/or Homicide Experience Checkbox 15 Years Criminal Defense Experience Checkbox 50 Or More Criminal Or Juvenile Trials Checkbox None of the above |
| \* | | 18. | Based on your selection above, please describe your experience for each one you selected. |
|  | | | |
| \* | | 19. | Do you have Capital Case (death penalty) trial experience? |
|  | | | Checkbox No Checkbox Yes |
|  | | 20. | Please describe your Capital Case (death penalty) trial experience, if you selected yes. |
|  | | | |
| \* Required Question | | | |