

Kerr County

Job Posting Announcement

Posting Date: 12/22/2020

Closing Date: Until filled



Available: **1/4/2021**

Position/Title: **Felony Public Defender, Hill Country Regional Public Defender**

Location: **Position will staff either Hondo or Kerrville, Texas office**

Pay Grade: **\$85,000 to \$100,000 DOE**

The newly created Hill Country Regional Public Defender Office (HCRPDO) is seeking a Felony Public Defender, to be located in the Kerrville or Hondo Office. The HCRPDO represents persons who are not financially able to hire legal counsel in Kerr, Gillespie, Kendall, Bandera and Medina Counties primarily for those facing felony criminal charges. Applications will be reviewed on a rolling basis beginning on January 4, 2021. Applicants must be willing to relocate to reside within the region. Compensation includes an annual salary ranging from \$85,000 to \$100,000, depending upon experience, plus benefits of employment with Kerr County including health care and retirement.

This position provides a full range of legal services to indigent defendants in the assigned felony, juvenile and misdemeanor courts. The primary responsibility is to handle felony cases. Additional responsibilities to assist in mental health dockets, misdemeanor cases, juvenile cases, trial preparation and trials, and appeals as directed.

KNOWLEDGE, SKILLS, AND ABILITIES:

- 1) Ability to review new cases assigned to the HCRPDO.
- 2) Ability to prepare cases for representation in court.
- 3) Ability to meet with defendants and effectively explain legal issues.
- 4) Ability to routinely make jail visits for defendants incarcerated
- 5) Negotiates plea arrangements with counsel for the state.
- 6) Prepares, files and represents clients in pretrial motions and hearings.
- 7) Consults with clients regarding legal process and preparation for trial when necessary.
- 8) Prepares cases and witnesses for trial.
- 9) Represents the client in bench and jury trials.
- 10) Prepare and file appellate briefs and appears in appellate courts when necessary.
- 11) Performs all other duties as assigned.

EDUCATION AND EXPERIENCE:

- 1) Graduate of an ABA accredited law school.
- 2) Currently licensed to practice law by the State Bar of Texas, in good standing.
- 3) Skilled trial attorney, with a minimum of three criminal felony jury trials above state jail felony taken to verdict as first-chair
- 4) Capable of exercising sound legal analysis and judgment.
- 5) Skilled in oral and written communications.
- 6) Able to establish and maintain good working relationships with clients, court personnel, and co-workers.
- 7) Valid Texas driver's license and reliable motor vehicle.
- 8) Must possess the skill and ability to manage a demanding and diverse caseload assigned from the Chief Public Defender.

Application Information:

An Application must be completed for each position. No résumé's accepted in lieu of an application form. Applications can be downloaded from the Human Resources Department section of the Kerr County website: www.co.kerr.tx.us and returned to:

jdoss@co.kerr.tx.us

or mail to:
Jennifer Doss
Human Resources, Kerr County Courthouse
700 Main Street, Room BA-104
Kerrville, TX 78028

Kerr County is an Equal Opportunity Employer. A background check will be required of finalist. New or Rehire potential employees will be required to provide documentary proof of their eligibility for employment. Kerr County is a public employer; therefore, all applications are public information.