

Employer: Clinton County Public Defender's Office

Job Title: Assistant Public Defender

Starting salary range: \$85,334 – \$100,918/yearly

Office Location:

12 New York Road
Plattsburgh, NY 12903
518-565-3660

Contact: Jamie Martineau, Public Defender

jamie.martineau@clintoncountyny.gov

518-565-3660

Position Description

This is a full-time attorney position responsible for providing criminal defense for low-income individuals in Clinton County, New York under the supervision of the Public Defender and Chief Assistant Public Defender. Salary is based on experience. Law graduates who have not yet been admitted may begin work as Junior Assistant Public Defenders and be promoted to full APDs upon admission.

Distinguishing Features

This is professional legal work involving responsibility for representation of indigent defendants as assigned by the Public Defender. Work involves representation of each indigent defendant through every stage of the proceedings following arrest. The incumbent assists the Public Defender in the investigation, preparation, conduct and appeal in various court and legal proceedings involving indigent defendants. The work is performed under general direction with wide leeway allowed for independent judgment in applying legal knowledge to specific problems and in taking appropriate legal action. The incumbent does related work as required.

Typical Work Activities (Illustrative Only)

Prepares cases for hearings and trials, prepares briefs, secures evidence and conducts investigations; Represents and counsels defendants at every stage of proceedings following arrest; Assists with the investigations and preparation of any appeals; Researches legal matters and orally argues motions; Meets with clients in custody and maintains communication with them, and when appropriate with their families; Confers with witnesses, law enforcement officers, judges and District Attorneys concerning individual cases; Confers with defendants, witnesses, law enforcement officers, judges and District Attorneys concerning individual cases; Assists with various court records or reports.

Full Performance Knowledge, Skills, Abilities & Personal Characteristics

Thorough knowledge of criminal procedure law and practice in New York State; Thorough knowledge of judicial procedures and rules of evidence; Good knowledge in appraising and

organizing facts and evidence; Good knowledge in preparing briefs and in the presentation of a defense before a jury; Good command of language; Ability to communicate effectively, both orally and in writing; Ability to express arguments of law both clearly and concisely; Ability to establish and maintain cooperative relationships with law enforcement and other governmental agencies; Ability to deal with the public; Good judgement.

Benefits

New York State and Local Retirement System (NYSLRS)

Paid time off

Health insurance

Dental insurance

Vision insurance

Life insurance

Referral program

Employee assistance program