



NEVADA STATE PUBLIC DEFENDER

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State Public Defender

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April 20, 2022
Job Announcement
Open Competitive

DEPUTY PUBLIC DEFENDER **NEVADA STATE PUBLIC DEFENDER** **CARSON CITY, NEVADA**

RECRUITMENT OPEN TO: This is an open competitive recruitment, open to all qualified applicants.

AGENCY RESPONSIBILITIES: The State of Nevada Public Defender is responsible for providing quality criminal defense services to indigent clients at all hearings and trials as appointed by the Justice Courts in Carson City and Storey County.

APPROXIMATE ANNUAL SALARY: This is an unclassified position, appointed by and serving at the pleasure of the Nevada State Public Defender. The salary is up to \$107,676, depending on experience. Salary reflects retirement (PERS) contributions by both the employee and employer. An employer paid contribution plan is also available with a reduced gross salary.

BENEFITS: The State benefits package includes a retirement plan, paid health, vision, and dental benefits, life and disability insurance, 11 paid holidays, and paid sick and annual leave. Employee paid benefits such as deferred compensation plans are also available.

POSITION DESCRIPTION: The attorney filling this position will be responsible for representing indigent persons charged with a crime in Carson City or Storey County, as well as persons prosecuted by the Attorney General, typically prison inmates at Ely State Prison, Warm Springs Correctional Center, Northern Nevada Correctional Center, or one of the work camps, as appointed by the State Public Defender. Primary duties of the position include meeting with the client (in or out of custody), reviewing discovery, discussing the case with the investigator (as needed), zealously advocating for the client in court for misdemeanor trial or revocation proceedings, in District Court at arraignment, at trial, sentencing, and probation violation hearings, and occasionally briefing and arguing appeals from Justice Court to District Court.

POSITION CHARACTERISTICS: The attorney filling this position must possess the ability to: communicate and engage with clients from a variety of backgrounds, organize large amounts of discovery and evidence, communicate effectively with prosecutors, office staff and investigators, and thoroughly prepare cases for trial, motions, bail hearings, and other court appearances, as ordered, in a timely manner within deadlines set by the court.

MINIMUM QUALIFICATIONS

MINIMUM EDUCATION AND BACKGROUND: Must be licensed to practice law in the State of Nevada and be in good standing with the State Bar. A background in litigation and criminal justice is preferred, but training is available for the right candidate.

KNOWLEDGE REQUIRED: Knowledge of the Nevada Criminal Procedure, Court Rules (Supreme Court and local District Rules), Nevada Rules of Professional Conduct, Department of Indigent Defense Guidelines and the Nevada Rules of Evidence will be necessary to maintain the position.

SKILLS REQUIRED: Applicants must possess strong written and verbal communication skills, time management skills without the need for supervision, and must be professional, well organized, self-motivated, punctual, and prompt. Applicants must be able to effectively relate to a diverse range of personalities, attitudes, and styles, and must be able to effectively use computer equipment for case management, word processing and legal research. Fluency in Spanish is not required but would be very beneficial.

PHYSICAL DEMANDS: This position requires the ability to work in a typical office setting, use standard office equipment, and travel to offices and courts in rural areas of the state. It also requires sufficient vision to read printed materials and a computer screen, and sufficient hearing and speech to clearly communicate in person and over the telephone. Reasonable accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

This position announcement lists the major duties and requirements of the job and is not all-inclusive. The successful applicant may be expected to perform additional job-related duties and be required to have or develop additional specific job-related knowledge and skills as necessary.

Interested applicants must submit a **cover letter, detailed resume, writing sample, and a minimum of three (3) references** to Karin L. Kreizenbeck, Nevada State Public Defender, at 511 E. Robinson St. Ste 1, Carson City, NV 89701 or to klkreizenbeck@nspd.nv.gov.

LETTERS OF INTEREST AND RESUMES WILL BE ACCEPTED UNTIL THE POSITION IS FILLED. All letters of interest and resumes will be accepted on a first-come, first-served basis. Hiring may occur at any time during the recruitment process. ***This recruitment may be used for future vacancies which may occur in the next twelve months.***

The Nevada State Public Defender is committed to Equal Opportunity/Affirmative Action in recruitment of its employees and does not discriminate on the basis of race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.