



NEVADA STATE PUBLIC DEFENDER

UNCLASSIFIED JOB ANNOUNCEMENT

Posted – March 15, 2024

SUPERVISING CHIEF DEPUTY PUBLIC DEFENDER

RECRUITMENT OPEN TO:

This is an open competitive recruitment, open to all qualified applicants.

AGENCY RESPONSIBILITIES:

The Office of Nevada State Public Defender is responsible for providing quality criminal defense services to indigent clients in Ely Nevada.

POSITION DESCRIPTION:

The Supervising Chief Deputy Public Defender represents indigent clients primarily in White Pine County. This specific position will be primarily responsible for zealously advocating for the clients in court and providing quality criminal defense in the Municipal Court of Ely Township, Justice Court and 7th Judicial District Court. Additional duties include meeting with clients (in and out of custody), reviewing discovery, discussing cases with the investigator, scheduling court appearances, negotiating with opposing counsel, scheduling telephonic conferences, maintaining court schedule, and supervising office staff.

APPROXIMATE ANNUAL SALARY:

This is an unclassified position. The salary is up to \$136,133 depending on experience. Salary reflects retirement (PERS) contributions by both the employee and employer. An employer paid contribution plan is also available at a reduced gross salary.

BENEFITS:

The State benefits package includes a retirement system, paid health, vision, dental, life and disability insurance; 12 paid holidays, and paid sick and annual leave. Other employee paid benefits such as deferred compensation plans are available.

FLEXIBLE SCHEDULE:

The set schedule is open to discussion; however, the candidate must be available to potentially cover weekend and holiday detention hearings, pursuant to AB 424.

POSITION LOCATION:

Ely, Nevada is a small town nestled in the quiet valley of White Pine County in Northeast Nevada. It is known for its charming character and abundance of outdoor activities. Whether it is camping, hiking, fishing, mountain biking, four-wheeling, exploring ghost towns or taking in the landscape with scenic drives, Ely offers something for everyone. The charming town also boasts plenty of unique local restaurants, shops and a variety of shopping options all within a few blocks of each other.



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MINIMUM EDUCATION AND BACKGROUND:

Nevada Bar Membership is required, or candidates must be eligible to practice under the rural practice provision of the Nevada Supreme Court Rules. Please note that if you are not licensed to practice in Nevada under the Nevada Supreme Court Rule 49.9; the Deputy Public Defender is required to pass the Nevada Bar Exam and become fully licensed to practice in Nevada as soon as possible. New attorneys are encouraged to apply, and training will be provided.

PREFERRED SKILLS:

Preference may be given to applicants that possess strong written and verbal communication skills, time management skills, a history of supervising other attorneys and office staff, conflict resolution, professionalism, organization, and self-motivation. Candidate must be proficient in Microsoft programs and familiar with Legal Case Management system. 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 Nevada. 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.

TO APPLY:

Please send all application materials, to include: a cover letter, detailed resume, writing sample, and three (3) references to publicdefender@nspd.nv.gov.

Applications will be accepted on a first-come, first-serve basis until the position is filled. 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 State of Nevada is an equal opportunity employer dedicated to building diverse, inclusive, and innovative work environments with employees who reflect our communities and enthusiastically serve them. All applicants are considered without regard to 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.