

Deputy District Attorney

INTRODUCTION

The 4th Judicial District Attorney's Office is located in beautiful Colorado Springs, Colorado. Colorado's 4th Judicial District Attorney's Office is committed to our community and our mission to administer justice, advocate for victims and partner with law enforcement and citizens in this community in the deterrence and prevention of crime. The office has a staff of 250 employees comprised of attorneys, investigators, and support personnel.

TYPICAL DUTIES

- Represents the People of the State of Colorado.
- Prepares and prosecutes criminal cases; examines and cross examines witnesses; presents oral arguments.
- Provides coverage in the First Appearance Center. Meets with Defendant or defense attorney and extends an offer where appropriate. If an agreement is not reached, sets the case for pre-trial conference or pre-trial readiness and trial.
- Prosecutes all cases in assigned divisions that did not reach disposition in the First Appearance Center. Dockets will include sentencing, pre-trial conferences, pre-trial readiness conferences, trials to jury, trials to court, and revocation hearings. DDA will ensure defendant is sentenced in accordance with the plea agreement. DDA will evaluate cases and discuss disposition with the defendant or defense counsel. DDA will prepare cases for trial, to include interviewing witnesses, devising an appropriate trial strategy and assigning appropriate tasks to Investigator and Paralegal.
- Researches, analyzes and interprets existing laws, court decisions, pending legislation and other legal authorities.
- Confers with defense attorneys, probation authorities, court officials and law enforcement agencies to discuss pleas, modification of charges, presentation and review of evidence and other legal matters.
- May advise and train law enforcement personnel and client agencies in criminal law.

MINIMUM QUALIFICATIONS

Juris Doctorate; Currently licensed to practice law and willingness to become licensed to practice law in Colorado; valid Driver's License.

The Colorado Supreme Court has recently implemented an expedited process to be able to practice in Colorado pending admission. Please see Colorado Civil Procedure Rule 205.6 - Practice Pending Admission.

Experience: Must have a current license to practice law and valid Driver's License.

KNOWLEDGE

- Principles of constitutional law
- Principles of substantive criminal law
- Principles of procedural criminal law
- Relevant laws pertaining to the presentation of evidence
- Colorado Court of Appeals and the Colorado Supreme Court

SKILLS and ABILITIES

Ability to organize work, set priorities, meet critical deadlines, and follow up on assignments with a minimum direction. Ability to apply logical thinking to solve complicated problems or accomplish complex tasks. Skilled in conducting criminal trials, jury selection, trial preparation, and cross-examination of witnesses. Ability to present an argue cases and instruction of law before courts and juries. Effective and clear communication skills with colleagues, staff members, agency representatives, judicial officers and the general public. Skilled at drafting and responding to legal motions. Ability to exercise independent judgment, tact and initiative within established guidelines.

BENEFITS

Health/Dental/Vision/125 Flexible Benefits Plan: Employees of the 4th Judicial District Attorney's office receive health, dental, vision and 125 Flexible benefits plans under the El Paso County benefit plans.

Retirement Plan: Employees of the 4th Judicial District Attorney's Office are covered under the El Paso County Retirement Plan and may also choose to participate in a Section 125 Deferred Compensation Plan.

Vacation/holiday/sick/bereavement leave: Employees of the District Attorney's Office begin accruing vacation and sick leave upon hire and are immediately entitled to holiday and bereavement leave.

HOW TO APPLY: Submit a letter of interest and resume

Job Type: Full-time

Pay: \$79,380-\$105,000 per year