

MACON COUNTY ASSISTANT PUBLIC DEFENDER

MACON COUNTY, ILLINOIS

POSITION POSTING

Job Title: Assistant Public Defender

Department: Office of the Macon County Public Defender

Posting Date: June 4, 2020

Application Deadline: July 15, 2020 or until position filled

Application Procedure: Submit via postal service, hand delivery a resume' and cover letter to David Ellison, Chief Public Defender, 253 East Wood Street, Room 209, Decatur, Illinois 62523, or via email at dellison@court.co.macon.il.us If selected for an interview, documentation of qualifications may be requested.

Salary: \$52,000-65,000, Depending on experience and position assigned

Job Description: An assistant public defender is an attorney who is generally assigned to represent defendants charged with committing felony, misdemeanor, and / or traffic offenses. The attorney will represent defendants during all phases of the criminal proceeding in the trial court, including Post Conviction Petitions when a defendant's appeal rights have been exhausted.

Additionally, or alternatively as the case may be, an assistant public defender may be assigned to represent minors charged in juvenile delinquency proceedings, parents charged with abuse and / or neglect of a child, children who are the subject of an abuse / neglect petition, persons in involuntary commitment proceedings, and / or persons participating in drug court. The attorney may also be assigned to represent Respondents named in Petitions to Declare a Person to be a Sexually Dangerous or Violent Person.

Duties and Responsibilities: Represents indigent persons charged with felonies and misdemeanors in Macon County when appointed by the Court. Represents juveniles and parents in delinquency petitions; parents and children in child abuse and neglect cases; respondents in mental health involuntary commitments; and other cases assigned by the Court.

Establishes close contact with clients by regular visits to correctional facilities or personal office contact; communication via phone contact or letters to clients not in custody. Performs as trial counsel by representing clients during courtroom proceedings. Researches case law, communicates with clients to determine trial strategy such as pleas, examination and cross-examination procedures, witness selection, jury selection, testimony decisions and opening and closing arguments. Conducts investigations and negotiates plea dispositions with the State's Attorney's Office.

Education and Experience: Juris Doctorate (J.D.) or equivalent degree from an American Bar Association accredited law school; currently licensed to practice law in the State of Illinois with no history of suspensions; strong felony trial experience preferred.

Macon County is an equal opportunity employer.