



THE COUNTY OF STANISLAUS DISTRICT ATTORNEY'S OFFICE



Deputy District Attorney II-V

(Lateral Transfers ONLY, with Incentives)

\$74,318.40 - \$153,649.60 Annually



About the Community

Stanislaus County is located in Central California within 90 minutes of the San Francisco Bay Area, the Silicon Valley, Sacramento, the Sierra Nevada Mountains and California's Central Coast. With an estimated 545,267 people calling this area home, the community reflects a region rich in diversity with a strong sense of community. Two of California's major north-south transportation routes (Interstate 5 and Highway 99) intersect the area and the County has quickly become one of the dominant logistics center locations on the west coast.

The County is home to a vibrant arts community with the world-class Gallo Center for the Arts, a symphony orchestra, and abundant visual and performing arts. Stanislaus County is a global center for agribusiness, positioned by its mild Mediterranean climate, rich soils and progressive farming practices. The area is recognized internationally for agricultural innovation with wine, almonds, poultry, milk, cattle, and walnuts being some of the featured industries.

The County is also home to California State University Stanislaus, Modesto Junior College and benefits from satellite locations of other high-quality educational institutions. The County was established in 1854 and has a total land area of 1,515 square miles. Temperatures range from an average low of 43 degrees in the winter, to an average high of 92 degrees in the summer. Temperatures move up into the high 90s during the summer months with low humidity and cool evening breezes from the San Joaquin Delta.

Stanislaus County has a current year total budget of \$1.58 billion and over 4,500 positions within 27 agencies and departments.

About the Department

The District Attorney's Office is responsible for the prosecution of all crimes or offenses that occur within the County. District Attorney staff represent the People of the State of California in criminal cases, provides support and assistance to crime victims and work in partnership with local law

enforcement agencies to promote public safety. Our mission is to **SEEK JUSTICE, SERVE JUSTICE, DO JUSTICE.**

Our staff consists of approximately 153 employees. This continuous recruitment is to fill a Deputy District Attorney

position. While this is a continuous recruitment, we encourage you to apply immediately, as this recruitment may close at any time. Applications will be reviewed on a continuous basis.

The Position

The Stanislaus County District Attorney is seeking qualified candidates for the position of Deputy District Attorney II-V. As a member of our prosecution team, the incumbent in this position could be assigned to a variety of cases including: driving under the influence, domestic violence, drug sales and possession, elder abuse, child abuse, gang crimes, consumer fraud, environmental crimes, agricultural crimes, auto theft, homicide, sexual assault, human trafficking and more.

Incumbents will prepare and prosecute assigned cases with a team of support personnel including investigators, victim advocates, paralegals and clerical support staff. Incumbents will interview witnesses and examine, evaluate, and present evidence while prosecuting the misdemeanor and/or felony cases.

The ideal candidate will be a team-player who has demonstrated courtroom experience in seeking and pursuing justice on behalf of victims of crime. Candidates may be considered for appointment to a higher level in the classification series based on their level of experience and ability. We are seeking professionals with excellent analytical, research, written communication and oral advocacy skills.

Deputy District Attorneys work under the direction of a Chief Deputy District Attorney and are responsible for reviewing investigative reports and evidence submitted by law enforcement, issuance of criminal complaints and the preparation and presentation of criminal cases in court. Deputy District Attorneys draft legal opinions on points of criminal law for argument in court or for dissemination to law enforcement agencies and perform other related duties as required.

The District Attorney's Office will provide a formal training program prior to appearing in court. Assignments are based on the experience and training of the individual selected.

Deputy District Attorney II - V

Typical Duties and Responsibilities

Attorney II

- All misdemeanor matters; including trials and juvenile matters;
- Entry level felonies; and other duties as assigned.

Attorney III

All those listed in Level II plus:

- Felonies;
- Preliminary hearings;
- Trials;
- Juvenile Court;
- Orders to show cause;
- Conservatorships; and other duties as assigned.

Attorney IV

All those listed in Level II and III plus:

- All felony cases;
- Track and document statistical data on appropriate cases; and other duties as assigned.

Attorney V

All those listed in Level II, III and IV plus:

- All felony cases, including capital; and
- May include responsibility for a specialized unit

Skills/Abilities

Attorney II

- Evaluate requests for the issuance of criminal charges;
- Evaluate cases to determine the parameters of settlement;
- Present legal motions in court clearly and logically;
- Review charging documents for accuracy;
- Demonstrate a working knowledge of applicable code sections, for example the Wel. & Inst. Code, Code of Civil Procedure, Civil Code, and the Evidence Code;
- The ability to make a determination of what case facts are;
- Review pleadings for accuracy and sufficiency;
- Analyze facts and the law to determine if criminal actions are appropriate;
- Appear at pre-trial and post-trial hearings; and
- Provide on-going direction to support staff.
- Office computer efficiency;
- Application of knowledge learned in Level I;
- Basic legal research and writing;
- Argument; and
- Organization and handling multiple cases.

Attorney III

Demonstrated skills/ability with Level I and II qualifications, plus:

- Non-trial appearances;
- Evaluate cases to determine the parameters of

settlement of complex and multiple issues utilizing state statutes and local rules of court;

- Represent the office in public;
- Prepare and present statements of fact, law and arguments clearly and logically in written and oral form;
- Evaluate facts and evidence and obtain information through examination;
- Initiate criminal actions;
- Analyze difficult and complex legal problems and apply legal principles and practices; and
- Win the confidence and respect of members of the legal profession, public officials and other persons encountered in the work environment.
- Provide verbal directions to staff for the proper handling of cases and processing of orders;
- Use a variety of computer systems to obtain and disseminate information to staff;
- Discuss cases with opposing counsel to identify issues before going to hearing;
- Negotiate settlements;
- Prepare orders and stipulations;
- Review pleadings and revise as necessary;
- When appropriate, negotiate settlements with the deputy public defender or private counsel;
- Present evidence and arguments;
- Make sentencing recommendations; and
- Prepare formal orders after hearing.

Attorney IV

Demonstrated skills/ability with Level I, II and III qualifications, plus:

- Independently prosecute all felony cases except capital cases;
- Assist junior attorneys in preparation for trials by reviewing demands for discovery, witness lists and trial strategy;
- Advanced legal research and writing; and
- Professionally representing the office in public.

Attorney V

Demonstrated skills/ability with Level I, II, III and IV qualifications, plus:

- Competently defend/prosecute all cases including homicides;
- Willingness to defend/prosecute capital cases;
- Assume the full range of responsibilities relating to the office;
- Prepare and present statements of fact, law and arguments clearly and logically in written and oral form;
- Evaluate facts and evidence and obtain information through examination;
- Initiate and prosecute criminal actions;
- Analyze difficult and complex legal problems and apply legal principles and practices; and
- Win the confidence and respect of members of the legal profession, public officials, and other persons contacted in the work environment.

Deputy District Attorney II - V

Knowledge

Attorney II

Demonstrated knowledge of Level I qualifications plus:

- Probation department policy and procedures
- as related to misdemeanor cases;
- Trial procedures and rules of evidence; and
- Legal research methods.

Attorney III

Demonstrated knowledge of Level I and II requirements, plus:

- Felony sentencing structure including rules of court and statutes;
- All rules and statutes applicable to felonies; and
- The duties, powers, limitations and authority of the District Attorney's Office.

Attorney IV

Demonstrated knowledge of Level I, II and III requirements, plus:

- Advanced trial advocacy skills;
- Probation and sentencing rules; and
- Specialized statutes and enhancements.

Attorney V

Demonstrated knowledge of Level I, II, III and IV requirements, plus:

- Advanced knowledge of specialized statutes including sentencing and enhancements; and
- Legal principles and their application.

Minimum Education/Experience

All applicants must be law school graduates who have passed and been licensed by the State Bar of California.

Active membership in good standing in the State Bar of California is required for all levels at time of appointment. The Bar membership number should be listed in the Licenses section on the application form.

Attorney II

A minimum of six (6) months of experience as an Attorney I **OR** three (3) years' experience in the general practice of law may be substituted for the six (6) months of criminal law experience.

Attorney III

One (1) year experience as an Attorney II **OR** equivalent of four (4) years' experience in the general practice of law may be substituted for the two years of criminal law experience.

Attorney IV

A minimum of one (1) year of criminal prosecution and trial experience as an Attorney III or its equivalent **OR** five (5) years of experience in the general practice of law may be substituted for three (3) years of criminal law experience

Attorney V

One (1) year experience as a Attorney IV or equivalent.

Desirable Qualifications

In addition to the minimum qualifications, applicant screening will focus on the following desirable qualifications. Please list any desirables you may have within the "Duties" section of the online application.

Lateral applicants must currently be working as a Deputy District Attorney, Public Defender, or very similar position with demonstrated experience working in criminal law or prosecution. Demonstrated experience with all types of misdemeanor matters, including trials and juvenile matters. Ability to prepare and make appropriate public presentations in person or via "Zoom" or "Teams" electronic video media.

Highly Desirable Qualifications

All desirable qualifications listed above plus demonstrated experience with felony prosecutions, handling of preliminary hearings, trials, and law and motion. Understanding of, and experience with "Brady" issues and "Pitchess" motions, demonstrated experience competently prosecuting all types of felony cases. Advanced trial advocacy skills; Probation and sentencing rules, and advanced knowledge of specialized statutes including sentencing and enhancements.

Deputy District Attorney II - V

Stanislaus County Personnel Policy defines lateral transfers as persons with permanent or probationary status employed in another public agency and originally hired in that agency through a competitive process in the same or comparable classification requiring similar minimum qualifications. Additionally, the candidate must be currently employed with another governmental organization at the time of the conditional offer of employment.

Lateral Transfer Incentives

Vacation Accruals

This incentive may allow for a lateral transfer to start County employment with vacation accrual rates higher than entry level employees. Does not front load any vacation leave time.

Provide the ability to recognize that a lateral candidate is earning vacation leave at a higherrate than entry level employees in their current position.

May be placed within Stanislaus County's existing vacation accrual schedule closest to theircur- rent vacation accrual rate, but they may not exceed the vacation accrual rates they are currently earning.

Sick Leave Accruals

This incentive is intended to provide some continuity of sick leave benefits for candidates who are considering transferring employment to Stanislaus County and losing an existing bank of accrued sick leave benefits.

May allow for a lateral transfer to front load the equivalent of six months of sick leave accruals (48 hours) at the start of the first pay period following the date of hire.

The lateral transfer would not accrue any additional sick leave until six months of service is completed.

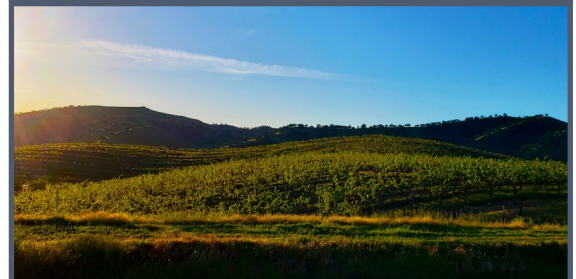
Probationary Period

This incentive would allow for Department Heads to grant a lateral transfer permanent status upon completion of six months of satisfactory employment with Stanislaus County, as evidenced by a documented performance evaluation.

Provision may be used when the candidate has already gained permanent status in the same classification with his/her current employer.

BENEFITS PACKAGE

- Bi-weekly payroll system;
- 5-step salary range (5% intervals);
- Health plan coverage for employee and dependents (health, dental, vision);
- 96 hours of sick leave annually;
- Life insurance - employer paid \$50,000 in term life insurance;
- Disability - long term disability insurance;
- Vacation accrual biweekly;
- 10 paid holidays annually;
- \$900 annual Professional Development reimbursement;
- Paid professional leave up to 60 hours per year;
- CDAA dues paid by employer;
- Bar dues paid by employer;
- Malpractice indemnification provided;
- MCLE in-house training;
- Deferred compensation benefit of 2%;
- StanCERA - employer/employee paid retirement system (1937 Retirement Act). Retirement transfers accepted from other county systems or PERS;
- 2.5% lead pay for qualified staff; and
- Specialty certificate pay for qualified specialties in levels III-V.



Position

CLASSIFICATION INFORMATION

Unless otherwise provided, this position is part of the Classified Service of the County and is assigned to the Attorney's Bargaining Unit for labor relations purposes.

Individuals who are in a full-time classified position are required to serve a twelve-month probationary period, which may be extended an additional six months for a total of eighteen months. The probationary period does not apply to unclassified positions.

The Job Task Analysis provides information detailing the physical and functional demands of the classification. For the complete job task analysis, visit the Risk Management website at <http://www.stancounty.com/riskmgmt/> under the "Disability" tab.

APPLICATION PROCEDURES/FINAL FILING DATE

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made on your qualifications.

Resumes will not be accepted in lieu of a complete application.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

RECRUITMENT ACCOMMODATIONS

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodation Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form. <http://www.stancounty.com/personnel/pdf/ADATestingForm.pdf>

GENERAL INFORMATION

Appointment to County employment is contingent upon passing a fingerprint criminal background check. Some positions may also require a County-paid pre-employment drug screening. Some positions may require possession or the ability to obtain, and maintenance of a valid California Driver's license or the ability to utilize an alternative method of transportation when needed to carry out job related essential functions.

APPLICATION AND/OR EXAMINATION APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Office within seven (7) days after the examination results are mailed.

DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information, which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understandings, and such information prevails over information contained in this flyer. Questions regarding this announcement may be directed to the Stanislaus County Chief Executive Office Human Relations team.



The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce. "Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes. For more information on Club Wellness go to www.myclubwellness.org