



**CITY OF GLENDALE (AZ)**  
invites applications for the position of:

## **Public Defender - Full-time (Contract)**

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<b>SALARY:</b>	\$45,000.00 Annually
<b>OPENING DATE:</b>	04/15/19
<b>CLOSING DATE:</b>	Continuous

### **DESCRIPTION:**

**Note: First review of applications - May 6, 2019.**

Provide representation to defendants of the Glendale City Court.

### **ESSENTIAL FUNCTIONS:**

1. Must have strong working knowledge of substantive criminal law, criminal procedure, and rules of evidence.
2. Must be able to conduct the defense of clients in a professional, skilled manner consistent with standards set forth in the Arizona Rules of Professional Conduct and case law defining the duties of defense counsel in criminal cases.
3. Must have the ability to manage a high-volume caseload while maintaining adequate levels of communication and attention to individual clients.
4. No more than 400 cases will be assigned to the Attorney during the term of the agreement, Treatment Court defendants will not be counted toward the maximum 400 cases annually assigned.
5. Must be able to make regularly scheduled court appearances; conduct case evaluation, investigation and preparation including but not limited to witness interviews, legal research, motion preparation, and related work as required; provide qualified and approved substitute counsel when unable to make regularly scheduled court appearances.
6. Must provide personal consultation with Defendants prior to pretrial disposition conferences unless extraordinary circumstances prevent such a meeting.
7. Attorney must use reasonable diligence in maintaining personal contact with each Defendant until the Defendant's case or cases are terminated, and notify Defendants of official court action resulting from Defendant's nonappearance at scheduled court sessions. Occasional unscheduled matters may arise.
8. Must be adept in negotiating and recognizing appropriate settlements and plea agreements.
9. Must have the ability to recognize potential conflicts of interest requiring recusal.
10. Must have substantial experience in completing jury and bench trials.
11. Must be experienced or knowledgeable in filing appeals to Superior Court, the Court of Appeals or Supreme Court.
12. Must have considerable experience representing defendants charged with DUI and domestic violence related offenses.
13. Must have internet and email access and the ability to respond to electronic communications within 24 hours.
14. Must be willing to consult with in-custody defendants in the Glendale City Jail.

### **MINIMUM QUALIFICATIONS & SPECIAL REQUIREMENTS:**

Experience as a practicing criminal defense attorney

Graduation from an accredited school of law.

Must be an active member in good standing with the Arizona State Bar Association.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.glendaleaz.com>

Position #2019 -01610  
PUBLIC DEFENDER - FULL-TIME (CONTRACT)

5850 W. Glendale Ave.  
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