

NOTICE OF JOB OPENING

GRANT POSITION

Posting Begins	September 16, 2021	Posting Ends	October 27, 2021
-----------------------	--------------------	---------------------	------------------

Position Title	ASSISTANT DISTRICT ATTORNEY (SPECIAL ASSIGNMENTS)
-----------------------	--

Department	District Attorney's Office	Division	
-------------------	----------------------------	-----------------	--

	New Position	X	Full-time	40+	Hrs./Week
X	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

Location of Position	District Attorney's Office
-----------------------------	----------------------------

BRIEF JOB DESCRIPTION: Responsible for reviewing and assessing domestic violence and sex offense cases submitted for prosecution, evaluating special project needs and implementing all means to effectively complete the project. This position serves as a liaison for attorneys, police officers, judges, probation officers, court staff, victims, witnesses, family members, and the public who many have questions about cases. In addition, this position will negotiate with other attorneys, prepares all pleadings and arguments for cases on appeal and performs other routine duties.

MINIMUM QUALIFICATIONS: Graduation from an accredited school of law, Juris Doctorate and a Kansas license to practice law or the ability to obtain one. Knowledge of Kansas Criminal Code, statutes, sentencing guidelines, evidentiary rules, local rules and procedures in criminal cases, application process for search warrants, miscellaneous cases, trap and trace procedures and all other legal/ evidentiary court rules.

**SUCCESSFUL APPLICANT IS REQUIRED TO TAKE
PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.**

Salary Range	\$4,967.74-\$6,890.00/mo.	PI #	6615	Class. Code	1647
---------------------	---------------------------	-------------	------	--------------------	------

Extend 10/14/21

It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment

MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.

PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND EMPLOYMENT ELIGIBILITY

The Unified Government of Wyandotte County/Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.

EOE