

**HARRISON COUNTY, INDIANA
JOB OPENING
DEPUTY PUBLIC DEFENDER—FULL TIME**

The Harrison County Public Defender’s Office in Corydon, Indiana has an opening for a full-time attorney to handle cases filed in Circuit and Superior courts. Applicants must be licensed to practice law in Indiana. Prior legal experience is preferred but not required. This is an excellent opportunity for an attorney who has a desire to develop trial and negotiation skills in a fast-paced courtroom setting. The Public Defender’s Office has a staff of full-time and part-time attorneys with many years of experience, which allows for mentorship and collaboration. The 2024-25 salary for full-time attorneys is \$85,000 - \$95,000 depending on experience. The compensation also includes a generous benefits package, including an excellent insurance plan, PERF contributions, and the possibility to participate in the federal student loan forgiveness program. Interested applicants should email a cover letter, resume, and writing sample to Padraic P. O’Brien at pobrien@harrisoncountypublicdefender.in.gov.

Application deadline: Job is available immediately and will remain open until filled.

JOB OBJECTIVE: The position of Deputy Public Defender consists of court-appointed legal representation of indigent individuals accused of committing felony and misdemeanor crimes in Harrison County. A Deputy Public Defender will: (a) Litigate, including but not limited to depositions, bench trials, bond hearings, and jury trials, (b) meet with clients who have been assigned to him/her and discuss/resolve clients’ respective case(s); (c) appear in Superior Court on matters pertaining to his/her respective clients and/or other matters that may be assigned to him/her; (d) represent clients at Problem Solving Courts; (e) visit the Harrison County Jail weekly; and (f) perform any other assignments that may be required by the Public Defender’s Office or other related duties as required by the Chief Public Defender

STATEMENT OF ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:

1. Effectively communicate both orally and in writing
2. Represent and review cases for those clients assigned to the Deputy Public Defender
3. Meet and/or speak with clients and witnesses to discuss respective cases and potential resolutions
4. Efficiently communicate and negotiate with prosecutors
5. Appear before the Superior and Circuit Court of Harrison County for general docket call, motions, pre-trial conferences, plea hearings, problem solving courts, and/or trials
6. Participate as a member of the Harrison County Circuit Court Mental Health Court team
7. Perform legal research and draft correspondence, subpoenas, and pleadings
8. Conduct depositions of witnesses

STATEMENT OF SECONDARY DUTIES AND RESPONSIBILITIES:

1. Maintain CLE hours (each year) as required
2. Comply with caseload standards as required by the Indiana Public Defender Commission

MINIMUM QUALIFICATIONS: J.D. degree from ABA accredited law school and licensed to practice law in the State of Indiana. Experience in criminal defense or prosecution is preferred.

TO APPLY: A cover letter briefly describing your qualifications and why you wish to be considered for employment by the Harrison County Public Defender's Office via mail ATTN: Chief Public Defender, 245 Atwood Street, Corydon, IN 47112 or email at pobrien@harrisoncountypublicdefender.in.gov

- Appropriate contact information, including a cell phone number and email address must be included;
- A curriculum vitae, including professional or academic references;
- A writing sample. While it is recognized that such samples may have been edited by law journal editors, supervising attorneys, etc., you must be able to represent that your writing sample is primarily your work product and that it has been subjected to minimal third person editing;

**This job description should not be interpreted as all-inclusive. It is intended to identify the essential functions and minimum qualifications of this job. Applicants may be required to perform job-related responsibilities and tasks other than those stated in this job description. Nothing in this job description restricts management's right to assign or reassign job related responsibilities and tasks to this job at any time. Certain functions are understood to be essential; these include, but are not limited to, attendance, getting along with others, working a full shift, and dealing with and working under stress.*