



Position Available – Internal/External Posting Job Title: Assistant Public Defender I

Classification: Full-time
Full Benefits

Benefits Include: Hybrid Pension – 5% employee contribution
Health, Dental & Vision Insurance – 10% employee contribution
Paid Holidays, Vacation & Medical Leave
Life Insurance
Short-term Disability Insurance

Requirements:

- Graduate of an accredited law school
- Member of the State Bar of Michigan in Good Standing. Recent graduates who have taken the Michigan Bar Exam with a high expectation of passing may also apply
- Ability to use a computer
- Ability to effectively communicate in writing and orally with staff, clients, and the court
- Must pass a pre-employment physical and drug screen
- Must possess a valid driver's license
- Must be able to deal effectively with people with widely divergent backgrounds, within and outside of the office
- Must relate empathetically to clients and their special needs
- Must be able to exercise common sense and good judgement
- Must learn quickly and function under stressful and distracting conditions
- Must have the ability to work independently as well as cooperatively in a legal services team atmosphere
- Must meet the continuing education requirements set forth by the MIDC
- Must be licensed by the State Bar of Michigan or scheduled to take the July 2021 Michigan Bar Exam

Duties:

- Provide court appointed indigent defense services in Wexford and Missaukee Counties
- Must review police reports, discovery, and meet with clients to explain the process and review documents with them
- Will handle felony and misdemeanor cases from arraignment through trial and/or plea and sentencing
- This is a full-time position and the successful candidate may not maintain a practice outside of the office

Deadline: For questions regarding this position, contact Robert A. Champion, Chief Public Defender. 419 N. Lake St. Cadillac, MI 49601 – 231-444-0480. Submit cover letter, resume and application to the Wexford County Administration Office, 437 E. Division St. Cadillac, MI 49601 or e-mail to administration@wexfordcounty.org. This position will be opened until filled.