



CUYAHOGA COUNTY OFFICE OF THE PUBLIC DEFENDER
Chief Public Defender – Mark A. Stanton

ATTORNEY POSTING – APPELLATE DIVISION

Date Posted: November 13, 2020

Job Title: Assistant Public Defender

Division: Appellate and Post-Conviction

Reports to: Appellate Division Director

Salary: Minimum: \$55,291.00
Commensurate with experience.

RESPONSIBILITIES:

- Represent indigent defendants in the direct appeal of their felony and misdemeanor convictions in the Eighth District Court of Appeals and the Ohio Supreme Court and occasionally federal court.
- Represent indigent parents in the appeal of their abuse, neglect, and dependency cases and indigent juveniles in the appeal of their delinquency adjudications in both the Eighth District Court of Appeals and the Ohio Supreme Court.
- Represent indigent criminal defendants in post-conviction matters in Cuyahoga County Common Pleas Court including, but not limited to, post-conviction petitions, motions for new trial, jail credit motions, and expungement motions.
- Assist trial attorneys in the juvenile, municipal, and felony divisions on legal issues at the trial court-level including, in some cases, serving as trial co-counsel.
- Respond to requests for legal assistance from individuals with criminal issues who contact the Public Defender's Office.
- Participate in community events and meetings related to the work of the Cuyahoga County Public Defender.

EXPERIENCE AND SKILLS

- The applicant must be a licensed attorney in Ohio or have the ability to waive into the Ohio bar.
- The applicant must have significant legal research, writing, and oral advocacy skills and experience.
- The applicant must demonstrate a capacity to work creatively and collaboratively on legal issues confronting our indigent clients.
- Prior appellate and post-conviction litigation experience is preferred.
- Prior experience with capital appellate litigation experience is preferred.
- The applicant must be available for court at all times court is open, and be available to meet and work outside the normal working hours if necessary;
- The applicant must be able to perform all other duties assigned, delegated or required of the assistant public defenders as well as those prescribed by law;



MINIMUM EDUCATION:

Juris Doctor; licensed and in good standing to practice law in the State of Ohio

APPLICATION PROCEDURE:

All applications must be submitted by **Monday, December 14, 2020 at 4:30 p.m.** and must include the following:

- A cover letter addressing your interest and/or experience in indigent criminal defense and appellate litigation
- A current resume
- A minimum of two writing samples that reflect your legal research and writing ability as well as your capacity for persuasive writing

These materials should be addressed to the Chief Public Defender and sent to Mark Budzar by mail or email to:

Cuyahoga County Public Defender – Mark A. Stanton
Courthouse Square
c/o Mark Budzar, Administrator
310 W. Lakeside - Suite 400
Cleveland, Ohio 44113

mbudzar@cuyahogacounty.us

Reasonable accommodation is available to all employees and applicants. If you have a disability that needs to be accommodated, please contact the Department of Human Resources/ADA Coordinator at (216) 443-7190.

Equal Opportunity Employer – Smoke-free and Drug-free workplace.

All job offers are made with the understanding that prospective employees pass a drug test and a criminal background investigation prior to being hired.

<http://publicdefender.cuyahogacounty.us/>