

# San Francisco Public Defender's Office

## Criminal Defense Attorney

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### INTRODUCTION

**Individuals who wish to express an interest in this position are encouraged to follow the steps described below. This invitation will remain open until a sufficient pool has been attained. The earliest it may close is September 30, 2021.**

The Public Defender's office provides legal representation to persons charged with a crime in San Francisco who do not have the financial means to retain their own counsel. Each year, the office serves approximately 20,000 people. Over 70% of our clients are Black, Indigenous, and/or People of Color (BIPOC).

[Our office values a diverse workplace and strongly encourages BIPOC, members of ethnic minorities, individuals with disabilities, veterans, women, and others to express an interest in this position.](#) Our office does not discriminate on the basis of race, color, creed, sex, sexual orientation, gender identity or expression, age, veteran status, medical condition, or any protected category prohibited by local, state, or federal laws.

[We are interested in identifying underrepresented individuals who believe in our Theory of Change: "When we fiercely defend individuals, confront state sponsored violence, and advocate for community power, then our communities are better able to resist and fight for self-determination and freedom"—to join our team.](#)

#### **Position Description:** Attorney/Criminal

This attorney position requires ability to: plan, organize and conduct court hearings and jury trials; interpret and apply legal principles and precedents to a wide variety of fact situations and make sound decisions and judgments; prepare written statements of law, fact and argument clearly and logically; issue decisions within legally mandated deadlines; compile monthly workload statistics; and establish and maintain effective communication with all clients, staff and the public. The position also requires: legal research and writing skills; experience/knowledge of criminal law and procedure; and computer proficiency.

### EXPRESSING INTEREST IN THIS POSITION

#### **Interested individuals must submit the following:**

1. Send a resume and cover letter; AND

2. A list of three professional references (supervisors and a colleague) with names, organization, titles, email address and phone numbers.
3. If you have any questions regarding this recruitment process, please contact us via email at [PUBDEF.HR@SFGOV.ORG](mailto:PUBDEF.HR@SFGOV.ORG) -- Email Subject Line Must Read: **Attorney Position**

At this stage, we are not accepting applications for this position using the City and County of San Francisco application portal, and an account with [www.jobaps.com/sf](http://www.jobaps.com/sf) is not required at this time.

#### SELECTION PLAN

Individuals who have expressed an interest in the manner described above will be screened for relevant qualifying experience. Additional screening mechanisms may be implemented in order to determine individuals' qualifications. Only those individuals who most closely meet the needs of the department will be invited to participate further in the selection process. **INDIVIDUALS MEETING THE MINIMUM QUALIFICATIONS ARE NOT GUARANTEED ADVANCEMENT TO THE SELECTION PROCESS.**