

ASSISTANT PUBLIC DEFENDER

DISTINGUISHING FEATURES OF THE CLASS: As assigned, counsels and represents legally indigent defendants charged with crimes. The work is performed in accordance with various sections of County Law (particularly 716 through 722), and other applicable sections of New York State and local laws. Administrative direction and professional guidance are provided by the Public Defender and the Chief Assistant Public Defender. Supervision may be exercised over investigative and clerical employees. The work involves evening assignments and on-call duty as necessary. Does related work as required.

TYPICAL WORK ACTIVITIES:

As assigned, represents and counsels defendants at every stage of the proceedings following an arrest, in municipal and county courts;
Initiates such proceedings which are necessary to protect the rights of the accused;
Confers with defendants, police officers, district attorney and judges, interviews witnesses, marshalls evidence;
Researches and prepares briefs and pleads cases;
Interrogates and investigates defendants' financial status;
Keeps records and makes reports.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles and practices of law; ability to express arguments of the law by written and spoken words; ability to deal sympathetically and effectively with people, particularly the indigent.

MINIMUM QUALIFICATIONS: Possession of a license to practice law in the State of New York.

NOTE: Must provide a current certificate of good standing.

SPECIAL REQUIREMENT: License to practice law in the State of New York must be maintained throughout the course of employment in this title.