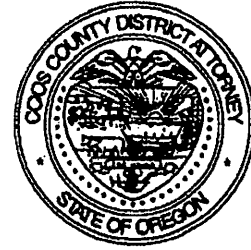


R. Paul Frasier

District Attorney for Coos County



Office of the District Attorney

Coos County Courthouse
250 N. Baxter St.
Coquille, OR 97423
Phone: 541-396-7550 Fax: 541-396-1016
TDD: 1-800-735-2900

Coos County District Attorney Deputy District Attorney 1

If you wake up every morning with the desire to "do what is right" and make a difference in the lives of others, then the Coos County District Attorney's Office is where you should start your legal career. Working as a prosecutor is more than a job – it's a calling. Every day, . . . will be an opportunity to have an impact in our community. Here are just a few things you will learn your first year as prosecutor (which you likely did not learn in law school):

- 1. How to navigate the court system:** You will have the opportunity to be in court nearly every day. From arraignments, to motion hearings and trials, you will get to learn the nuances of working within the system professionally and efficiently, under the initial guidance of a seasoned prosecutor.
- 2. The thrill of preparing for and conducting trials:** You will experience firsthand the excitement and complexity of everything a trial entails (preparing witnesses, jury selection and trial presentation). You will learn how to help a jury make an informed and just decision.
- 3. Plea negotiations with defense attorneys:** In your first year you will be negotiating with highly experienced and skilled litigators. It will be a crash course in negotiation techniques, judgment, fairness and doing the right thing.
- 4. Your influence as a prosecutor:** You will review criminal cases, and assist with determining crimes to be charged. You will decide what charges are appropriate and to decide what plea offer best serves the community. When negotiations fail, you will learn how to win your case at trial.

We embrace diversity. Our ability to best serve our county requires varied perspectives and insights. We need you to bring your ideas and life experiences and apply those to the work of this office.

For new hires with no trial experience, you will start handling misdemeanor cases. But as soon as you show the ability, then advancement and opportunity will come quickly. Prosecutors in our office typically start handling felonies within a year of joining the office. You will be offered the opportunity to be "called out" in the middle of night to go with seasoned and experienced prosecutors to major crime scenes and be in a position to help advise the police on any legal issues they will face in major investigations. You will have the opportunity to "second chair" major crimes as your knowledge grows.

What is different about the Coos County DA's Office?

1. You will have access to and be mentored by some of the best and experienced prosecutors in the State of Oregon.
2. You will be allowed the autonomy to do what is right. We believe in "vertical prosecution" which means a case you charge will be your case until it is completed. You will make sure that the case is handled ethically, morally correct and legally right.
3. Our office is a team. We all support each other and are willing to help out as needed.
4. Coos County has a population of over 63,000. The county covers 1,629 square miles, ranging from ocean beaches to the coast range of mountains. Hunting and fishing are major past times. Mountain biking and hiking are popular sports. If you are an outdoors type of person, Coos County has something to offer you.
5. Starting your career in Coos County can lead to other opportunities. Currently four of the elected DA's in this state started in Coos County (Clackamas, Lincoln, Harney and Hood River). Three former deputies are now circuit court judges. Several have moved on to work for the Oregon Department of Justice and the US Department of Justice. The experience you gain by starting in Coos County can lead to higher career advancement.
6. We offer up to \$5,000 in relocation expenses, which can be used to not only help you move to Coos County, but help you pay for a rental deposit, first month's rent, and bar fees to obtain your Oregon license to practice law.

If you are up to the challenge, a rewarding career, and the possibility of career advancement, then apply now.

Required minimum qualifications:

1. Membership in the Oregon State Bar, eligible for reciprocity admission or awaiting bar exam results;
2. Must pass a background check including CJIS certification.

Please review the attached in-depth job description for this position. Salary and benefits information is included. Instructions on how to apply are also included.

Qualified Veterans: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications on your submission materials and briefly explain how those skills and/or qualifications relate to this position.

COOS COUNTY JOB ANNOUNCEMENT

Deputy District Attorney I

\$6,612 - \$9,726 per month

DEPARTMENT: District Attorney's Office

GENERAL STATEMENT OF DUTIES: Please refer to the attached position description.

APPLICATION PROCEDURE: Coos County Application, cover letter and resume **REQUIRED**.

Apply to: Coos County Human Resources Department, Courthouse

By mail: 225 N. Adams Street
Coquille, OR 97423

By fax: (541) 396-1012

By email: humanresources@co.coos.or.us

CLOSING DATE: Open Until Filled

****Equal Opportunity Employer****

Posted:	Courthouse	CHW Building
	County Website	Employment Department
	Email all Coos County Employees	
	University of Oregon	Willamette Law School
	Lewis & Clark Law School	Indeed

NOTE: Under provision of the Immigration Reform and Control Act of 1986, Coos County requires that any person hired or rehired to provide evidence of identity and eligibility for employment.

=====
Coos County Human Resources Department, Courthouse, 225 N. Adams, Coquille, OR 97423. (541) 396-7580

DESCRIPTION OF POSITION

Revision Date: 1/16/2018

1.	Current Classification Title: Deputy District Attorney I
2.	Working Title: DDAI
3.	Department: District Attorney
4.	Pay Grade: 300 Position Is: Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/> Extra Help <input type="checkbox"/> Seasonal <input type="checkbox"/> Other _____ Excluded from Bargaining Unit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Coos County Prosecuting Attorneys Assc. Eligible for Overtime? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
5.	What is the purpose of this position? To assist the District Attorney in performing all of the functions of the District Attorney under law.
6.	Essential functions of position. (Reason position exists is to perform these functions.) List duties that must be performed to accomplish the purpose of the position. <ul style="list-style-type: none">• Case Screening.• Give Advice to Police agencies.• Case Preparation.• Negotiation and Trials.• Must perform any duty of the District Attorney under law. Includes non-criminal responsibilities of the District Attorney.• Any other duties as assigned by the District Attorney
7.	Supervision. <ul style="list-style-type: none">• This position is supervised by the elected District Attorney• This position does not supervise other employees.
8.	Working conditions of position. <ul style="list-style-type: none">• Office Setting.• Some travel required.• Unusual and long hours.• No compensation for overtime• Bargaining Unit, but Deputy District Attorneys work at the pleasure of the District Attorney and can be terminated without cause.
9.	List required special skills, licenses, certificates, etc. <ul style="list-style-type: none">• Doctor of Jurisprudence or equivalent law degree required.• Oregon State Bar admission.
10.	Is operation of motor vehicle required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
11.	List equipment, tools, machines used in performance of duties. <ul style="list-style-type: none">• Suitable clothing for courtroom work.

COOS COUNTY JOB ANNOUNCEMENT

Deputy District Attorney I

\$6,612 - \$9,726 per month

DEPARTMENT: District Attorney's Office

GENERAL STATEMENT OF DUTIES: Please refer to the attached position description.

APPLICATION PROCEDURE: Coos County Application, cover letter and resume **REQUIRED**.

Apply to: Coos County Human Resources Department, Courthouse

By mail: 225 N. Adams Street
Coquille, OR 97423

By fax: (541) 396-1012

By email: humanresources@co.coos.or.us

CLOSING DATE: Open Until Filled

****Equal Opportunity Employer****

Posted:	Courthouse	CHW Building
	County Website	Employment Department
	Email all Coos County Employees	
	University of Oregon	Willamette Law School
	Lewis & Clark Law School	Indeed

NOTE: Under provision of the Immigration Reform and Control Act of 1986, Coos County requires that any person hired or rehired to provide evidence of identity and eligibility for employment.

=====
Coos County Human Resources Department, Courthouse, 225 N. Adams, Coquille, OR 97423. (541) 396-7580

DESCRIPTION OF POSITION

Revision Date: 1/16/2018

1.	Current Classification Title: Deputy District Attorney I
2.	Working Title: DDAI
3.	Department: District Attorney
4.	Pay Grade: 300 Position Is: Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/> Extra Help <input type="checkbox"/> Seasonal <input type="checkbox"/> Other _____ Excluded from Bargaining Unit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Coos County Prosecuting Attorneys Assc. Eligible for Overtime? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
5.	What is the purpose of this position? To assist the District Attorney in performing all of the functions of the District Attorney under law.
6.	Essential functions of position. (Reason position exists is to perform these functions.) List duties that must be performed to accomplish the purpose of the position. <ul style="list-style-type: none">• Case Screening.• Give Advice to Police agencies.• Case Preparation.• Negotiation and Trials.• Must perform any duty of the District Attorney under law. Includes non-criminal responsibilities of the District Attorney.• Any other duties as assigned by the District Attorney
7.	Supervision. <ul style="list-style-type: none">• This position is supervised by the elected District Attorney• This position does not supervise other employees.
8.	Working conditions of position. <ul style="list-style-type: none">• Office Setting.• Some travel required.• Unusual and long hours.• No compensation for overtime• Bargaining Unit, but Deputy District Attorneys work at the pleasure of the District Attorney and can be terminated without cause.
9.	List required special skills, licenses, certificates, etc. <ul style="list-style-type: none">• Doctor of Jurisprudence or equivalent law degree required.• Oregon State Bar admission.
10.	Is operation of motor vehicle required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
11.	List equipment, tools, machines used in performance of duties. <ul style="list-style-type: none">• Suitable clothing for courtroom work.