



**THE LANE COUNTY DISTRICT ATTORNEY  
Invites applications for the position of:**

# **Deputy District Attorney 3**

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**SALARY:** \$52.19-\$72.96 Hourly  
\$108,555-\$151,757 Yearly

**OPENING DATE: August 22, 2023**

## **GENERAL STATEMENT OF DUTIES**

To perform professional legal work of considerable difficulty. Employees assigned to this classification perform a full range of trial duties including violent crimes against persons, and perform other specialized duties as assigned. The Deputy District Attorney 3 serves at the will of the District Attorney.

## **SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from the District Attorney, Chief Deputy District Attorney, or lead attorney. Directs support staff in work processes. Exercises technical and functional supervision over technical and support staff. Trains Deputy District Attorneys in lower classifications in current criminal law and office policies.

## **TYPICAL DUTIES - DUTIES INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING: EXPERIENCE AND TRAINING**

1. May supervise a small work unit or project team. Provides input into hiring, disciplinary and performance issues.
2. May conduct victim advocate training, or other law enforcement related classes.
3. Participates in homicide scene investigation; reviews crime site and advises on seizure of evidence; assists investigators with search warrant affidavits.
4. Litigates criminal cases, particularly those involving complex property and fraud crimes, multiple criminal episode cases, and violent crimes against persons.
5. Examines and cross-examines witnesses; interviews, prepares and subpoenas witnesses to testify. Provides legal instruction to jury members.
6. Argues objections and mid-trial motions; presents closing arguments.
7. Litigates pre-trial motions and prepares trial strategy to prosecute criminal cases.
8. Analyzes admissibility and determines presentation of witnesses and evidence; subpoenas and prepares witnesses for testifying.
9. Coordinates prosecution of multijurisdictional felonies and felons.
10. Consults with and advises police agencies in the course of investigations. Reviews police reports and makes charging decisions.
11. Processes return indictments and conducts court arraignment appearances; recommends bail amounts.
12. Formulates and recommends appropriate sentences based on criminal conviction.
13. Analyzes police reports, evidence and search warrant affidavits.
14. Performs other duties as assigned.

**Knowledge of (position requirements at entry):**

- Principles and practices of criminal law and procedure.
- Principles of psychology and psychiatry related to criminal behavior.
- Professional responsibility and ethics.
- Applicable laws, ordinances, and departmental policies and procedures.
- Principles and practices of investigation.
- Principles and practices of negotiation and conflict resolution.
- Judicial procedure and administrative proceedings.
- Rules of evidence; statutes, rules and case law relating to Grand Jury proceedings.
- Criminal procedures and prosecutorial immunity and liability.
- Legal research procedures and methods.
- Basic principles of forensics.
- Modern office procedures, methods and computer equipment.

**Demonstrated Skill in (position requirements at entry):**

- Organizing, interpreting and applying complex legal principles.
- Analyzing and understanding applicable factual matters.
- Properly interpreting, evaluating and making decisions in accordance with the law.
- Analyzing facts, evidence and precedents.
- Researching and writing complex legal papers and reports, setting forth findings of facts and decisions in concise written form.
- Developing effective strategies and legal pleadings.
- Effectively and persuasively presenting facts, evidence, precedents and recommendations to judges and juries.
- Establishing and maintaining effective working relationships with those contacted in the course of work.
- Working effectively with co-workers and others from diverse backgrounds.
- Communicating clearly and concisely, both orally and in writing.
- Using computers and applicable computer applications.

**Training and Experience (positions in this class typically require):**

A Juris Doctorate from an accredited law school. Four to five years of responsible legal experience as a prosecuting attorney working in a court of general jurisdiction, including at least one year of experience prosecuting complex criminal cases. An equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

**Licensing Requirements (positions in this class may require):**

- Member of the Oregon State Bar at time of appointment.
- Possession of a valid Oregon Driver's License.

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**Equal Employment Opportunity**

Lane County is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Amendment Act and would like to request an accommodation, you may request an accommodation during the online application process, or request an accommodation by contacting the Department of Human Resources prior to the recruitment close date at 541-682-3124.

**Strategic Plan**

In alignment with Lane County's Strategic Plan, incumbent(s) will be expected to demonstrate the following core behaviors: Passion to Serve, Driven to Connect, and Focused on Solutions.

The 2018-2021 Strategic Plan focuses on the areas that Lane County will pursue as a way to deliver on our vision for the residents of Lane County. To meet these challenges, we know that the basis of our efforts lies in leveraging our people and partnerships to achieve our Strategic Priorities. We also recognize that the quality and commitment of our staff is essential to a shared future where Lane County is the best place in which to live, work, and play.

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#### Veteran's Preference Points

Under Oregon law, armed forces veterans may be eligible for preference in employment or promotion, if you think you qualify please submit a copy of your DD214 or 215 (long form / Member Copy-4) that reflects your honorable separation status, and if disabled, a public employment preference letter from the U.S. Department of Veterans Affairs. These documents must be electronically attached to your online job application, at the time of submittal, to receive preference. If we do not receive the necessary information as described, we will NOT be able to grant you veteran points/preference you request.

#### Tobacco Free Campus Policy

The Board of County Commissioners wants to help Lane County be the healthiest county in the state. Effective October 1, 2018, any tobacco use, including vaping devices, will not be allowed inside or on the grounds of properties owned or occupied by Lane County including: All outdoor areas, parking lots, County vehicles, and personal vehicles while on County property.

EQUAL EMPLOYMENT OPPORTUNITY: All qualified applicants will be considered without regard to race, religion, color, national origin, sex, age, marital status, mental or physical disability, or sexual orientation. To ensure the broadest range of services to individuals with disabilities, Lane County is prepared to make necessary arrangements. Please call at least two (2) working days in advance for services.

This announcement is meant only as a descriptive recruitment guide and is subject to change. Further, it does not constitute either an expressed or implied contract.

Please submit a cover letter and resume with three professional references to [Patty.perlow@lanecountyor.gov](mailto:Patty.perlow@lanecountyor.gov) with the subject line **APPLYING FOR DDA3**. Applicants will be notified if they are selected for an interview.