

The Indiana Prosecuting Attorneys Council (IPAC) seeks qualified applicants to join its staff as the agency's Assistant Executive Director.

The IPAC is an independent judicial branch agency that assists in the coordination of the duties of the prosecuting attorneys of the state and their staffs. Additionally, the IPAC provides expert assistance to members of the Indiana General Assembly as they seek to adopt public safety legislation. The IPAC full-time staff report to a 10 member board of directors elected from Indiana's 91 prosecuting attorneys.

The Assistant Executive Director's (AED's) responsibilities are co-extensive with those of the Executive Director. Along with other IPAC attorneys, the AED trains, mentors, and assists Indiana's prosecuting attorneys in their daily operations and with meeting their critical research and litigation needs.

The AED works with staff providing oversight on the IPAC's training curriculum. The IPAC director of research, public information officer, and legislative liaison report to the AED. The IPAC publishes a variety of manuals and documents. The AED ensures that current manuals are routinely updated and that new manuals are developed. The AED is responsible for developing and implementing a research agenda at the IPAC. The AED will identify public safety/criminal law topics of interest to prosecutors and develop a process or processes to conduct research and measure outcomes. The AED reports at all IPAC board meetings.

Applicants must be a member in good standing of the Indiana Bar. Prior experience working with the Indiana Criminal Code and other criminal provisions is required. Prior service as an elected prosecuting attorney or chief deputy prosecutor is preferred.

The State of Indiana offers a comprehensive benefit package which includes medical, dental, vision, life insurance, retirement plans and accrued leave. Salary for this position commensurate with experience, but anticipated to be in range of \$120,000 to \$140,000.

The State of Indiana is an Equal Opportunity Employer.

A resume and cover letter may be submitted to Indiana Prosecuting Attorneys Council, Chief of Staff, 302 West Washington Street, Indianapolis, Indiana 46204 or by email to rbischof@ipac.in.gov. Resumes and cover letters must be submitted by July 15, 2019.