

Modoc County, California Announces an Employment Opportunity for



District Attorney

The Modoc County District Attorney's Office invites qualified individuals to apply for the position of Interim District Attorney. This is an elective County office. Elected County officials are regularly chosen by the people every four years unless otherwise provided in the Government Code. When a mid-term vacancy occurs in an elective County office, the Board of Supervisors must appoint a successor. This appointment does not change the term of office. The person appointed to fill this vacancy will hold the office for the unexpired term; i.e., until January , 2026, succeeding the next general election.

THE POSITION

District Attorney serves as the Public Prosecutor, assists victims and survivors of crime, protects the health and well-being of children while deterring juveniles from criminal activity, assists with investigators conducted by law enforcement and makes reasonable and ethical decisions when initiating prosecution. The District Attorney attends court and conducts prosecution for public offenses. Included in these public offenses are the prosecution of all felonies, misdemeanors, and juvenile criminal offenses; certain civil offenses including consumer fraud and environmental crimes; and, the investigation of such offenses to be presented to the court in the interest of public protection. The Modoc County District Attorney manages a department consisting of approximately five(5) employees, of whom one (1) is an attorney.

MINIMUM QUALIFICATIONS

To qualify for appointment to the office of District Attorney, the appointee must be at least 18 years of age, a citizen of California, a registered voter within 30 days of appointment, and admitted to practice in the California Supreme Court. These requirements may not be waived.

It is desirable that candidates be experienced in the practice of criminal law, have demonstrated organization and management ability, and possess strong interpersonal communication skills.

CONDITION OF EMPLOYMENT

Prior to the date of hire, Applicants must undergo a fingerprint test by the Department of Justice, sign a constitutional oath and submit proof of U.S. citizenship or legal right to remain and work in the U.S. For some positions, applicants may also be required to submit proof of age, undergo a background investigation and/or be bonded. Additionally, positions in law enforcement classifications, and those supporting law enforcement functions will be required to complete a conviction history questionnaire prior to or during the interview process and a state summary criminal history report [Penal Code Section 11105(b)(11)] may be requested by the county for employment certification purposes.



COUNTY OF MODOC

Open to the Public

APPLICATION PROCESS

Applications may be obtained from
and returned to:

OFFICE OF ADMINISTRATION/HR
204 South Court Street, Room 100
Alturas, CA 96101
Phone: (530)-233-7660

Scanned and completed application
packets may be emailed to:

hr@co.modoc.ca.us

OPEN UNTIL FILLED

- ⇒ A Cover Letter
- ⇒ A signed and completed Modoc

REQUIRED APPLICATION

- County employment application
- ⇒ Resume
- ⇒ 3-5 References

The Region

Modoc County is located in the Northeastern corner of California, bordering Nevada and Oregon. The population density in Modoc is only two people per square mile. Congestion and over population are extremely unlikely. Clean air, crystal streams, and lack of automobile traffic are virtually assured. Wildlife is abundant in Modoc County.



Modoc County was incorporated in 1874. The name of Modoc was named after a Native American tribe that formerly ranged in the northeastern part of California. The county seat of Modoc is the City of Alturas, which carries the motto, "Where the West Still Lives."



Submitting an incomplete packet may result in disqualification of your application



The Modoc County District Attorney's Office is dedicated to providing the members of our community with a safe place to live by holding the guilty accountable, protecting the innocent, and preserving the dignity of victims and their families. We shall seek truth and justice in a professional manner, while maintaining the highest ethical standards.

Responsibilities:

Although there are variations in every county, a typical District Attorney's Office includes:

Municipal Court Operations — Prosecutes all misdemeanors and presents preliminary felony hearings in Municipal Courts.

Superior Court Operations — Presents all felony cases in Superior Court, including legal motions, writs, and appeals, extraditions, and Grand Jury matters.

Family Support Operations — Provides civil and criminal prosecution of family support violations, welfare fraud, and child abduction. Family support policies and procedures are largely regulated by the State and Federal governments, and the program's expenses can be almost always fully reimbursed to counties by those entities through direct payments and incentive (ie; counties receive financial incentives for aggressively enforcing child support).

Investigation — Provides initial investigation and assistance in trial preparation through the investigation of criminal acts.

Administrative Services — Provides budget, purchasing, space planning, personnel services, payroll, clerical support, and data services functions to the DA.

In Modoc County the civil (non-prosecutorial functions are handled by county counsel.



BENEFITS: Modoc County offers a comprehensive benefits program including

- ◇ **Retirement:** CalPERS 2%@55 for classic members. 2%@62 for new members.
- ◇ **Health:** Modoc County pays for employee and dependent premium up to \$1,304.13 per month through Anthem Blue Cross. Choice of plans include PPO 750, PPO 250, EPO 30, and HDP 3000 through the PACE JPA Group.
- ◇ **Dental and Vision:** Modoc County offers Delta Dental and VSP Vision at 100% employer paid family plans.
- ◇ **Life Insurance:** A \$25,000 term life insurance policy 100% employer paid.
- ◇ **Deferred Compensation Plans:** Modoc County has plans available for employee participation through Colonial, Valic, New York Life, Edward Jones, and Nationwide 457(b) plans.
- ◇ **Vacation:** Accrual of two (2) weeks during years one (1) through four (4) of employment; three (3) weeks after four (4) years; four (4) weeks after 12 years; and five (5) weeks after 19 years of service with Modoc County.
- ◇ **Sick Leave:** Accrual at the rate of three (3) weeks per year with unlimited maximum accrual.
- ◇ **Holiday:** Fourteen (14) scheduled days annually.

To be considered for this career opportunity, please forward a letter of interest and your resume and five work-related references (who will not be contacted until mutual interest is established) to:

Modoc County Office of Administration

Human Resources

204 South Court Street, Room 100

Alturas, CA 96101

www.hr@co.modoc.ca.us

OPEN UNTIL FILLED

