

Assistant District Attorney
Lancaster County, Pennsylvania

Full-Time (37.50/week)
Subject to Collective Bargaining
\$58,500 per year or more with experience



Lancaster County: Voted among the Top 75 places to live in U.S. News & World Reports

https://lancasteronline.com/news/local/lancaster-named-one-of-u-s-news-world-reports-best-places-to-live/article_02362290-e3e4-11eb-9807-e38c62493ceb.html and the No. 1 Place to Retire https://lancasteronline.com/news/local/lancaster-county-ranked-no-1-in-u-s-news-world-reports-best-places-to-retire/article_86778db0-595d-11ed-a25c-c7ef379ea66e.html

JOB SUMMARY

An Assistant District Attorney is responsible for the prosecution of a wide array of criminal offenses and handles all phases of a prosecution from pre-investigation through post-sentence appeals. It is the duty of an Assistant District Attorney to seek justice. In doing so, an Assistant District Attorney is responsible for evaluating cases, taking into consideration resources, strength of the evidence, severity of the crime, any impact on victims and the community and policy considerations. Compensation is subject to collective bargaining.

ESSENTIAL JOB FUNCTIONS

- Conduct Preliminary Hearing blocks.
- Screen assigned cases for discovery, plea offer, pretrial litigation, and trial presentation.
- Conduct pretrial hearings, jury and bench trials, juvenile hearings and posttrial hearings.
- Conduct summary conviction appeals, current business sessions, guilty pleas, and bench warrants.
- Prepare pretrial, post-trial and appellate briefs and memoranda of law.

OTHER SPECIFIC TASKS

- Advise law enforcement officers on cases, charges and law.
- Verify Rule 600 status of each assigned case.
- Act as Duty DA to be on call for the office on a rotating basis.
- Assist in the training of all new Assistant District Attorneys
- Provide trainings to police or others as requested by DA.
- Complete continuing legal education in order to maintain license to practice law.
- Perform other duties as assigned

MINIMUM QUALIFICATIONS

- Bachelor's degree
- Juris Doctorate degree
- Licensed to practice law in the Commonwealth of PA

KNOWLEDGE, SKILLS, AND ABILITIES

An Assistant District Attorney is a trial attorney and must possess analytical abilities, communication skills, a working knowledge of the criminal justice system as well as an understanding of the current state of the law, Pennsylvania crimes code, rules of criminal procedure and possess a presence in the courtroom.

Interested applicants should click on the link below and apply online for JOB ID 3509:

https://lajob2.co.lancaster.pa.us:8046/psc/career3/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?Page=HRS_APP_SCHJOB_FL&Action=U