## Job Description: Assistant State Attorney

Did you go to law school to make a difference? Do you desire to be a part of history in the making? Then our office is for you. The State Attorney's Office for the 17th Judicial Circuit in Fort Lauderdale, Florida is at the forefront of making sensible reforms to our criminal justice system. The mandate for our prosecutors is not to win at all costs, but to seek justice by standing up for what is right. We seek prosecutors who are dedicated to serving the people of Broward County and making our community safer and better for all who live, work and play here. Whether your goal is to become a career prosecutor or to gain valuable litigation skills that can translate to other areas of practice, a career with the State Attorney's Office for the 17th Judicial Circuit will provide the necessary foundation for a rewarding legal career.

This position is for an entry-level attorney, but is open to entry level and experienced attorneys. Applicants must be a graduating 3L or a member in good standing with The Florida Bar. Applicants must possess a strong interest in being a trial lawyer and have excellent communication and critical thinking skills. Applicants must have the time management and organizational skills required to manage a large volume caseload. Applicant must be able to work independently and as a team member.

## **Essential Functions:**

The following duties are normal but are not limited for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related or a logical assignment for this classification. Other duties may be required and assigned.

- Conduct jury trials, non-jury trials, preliminary and pretrial hearings, and other related courtroom proceedings
- Investigate, evaluate, and prepare cases for trial
- Legal research and writing
- Communicate with and serve as a liaison to victims, their family members, witnesses, and law enforcement personnel
- All other case related tasks as needed

## Annual Salary: \$50,000.00 plus benefits

## To Apply:

Please visit <u>https://browardsao.com/employment/</u> and complete the application process there. Applicants must submit a cover letter, resume, writing sample, employment application, law school transcript and three letters of recommendation. Applicants must also sign a release for the completion of a preliminary background check.