



Our Future Starts  
With *you!*

**POSITION:** Assistant Public Defender

**DEPARTMENT:** Office of the Albany County Public Defender

**SALARY:** \$74,645-\$89,608

**LOCATION AND HOURS:** 112 State Street, Albany, NY 12207, 8:30AM-4:00PM, M-F

**BENEFITS:**

- ▶ Paid Time-Off
- ▶ Tuition Reimbursement
- ▶ NYS Retirement
- ▶ Health, Dental, Vision and Hearing
- ▶ Employee Assistance Program

**DESCRIPTION:**

- Provide zealous representation in Albany's local and County courts;
- Engage in frequent court appearances and litigation, including arraignments, grand jury presentations, legal arguments, hearings and trials;
- Interview clients and their families;
- Visit clients at Albany County Correctional facility;
- Coordinate and collaborate with team members from our Office (investigators, criminal defense caseworkers, etc.);
- Conduct legal research and write pre-pleading letters, motions and pre-sentencing memoranda on behalf of clients;
- Provide effective oral advocacy in negotiations and arguments in criminal cases;
- Responsiveness and ability to communicate clearly with clients who are often under great stress;
- Other related duties as assigned.

**MINIMUM QUALIFICATIONS:**

An experienced attorney with a New York State bar admission (or ability to waive into New York State from another jurisdiction).

**Please upload a resume and cover letter with this application.**

**POINT OF CONTACT FOR INQUIRIES:**

publicdefender@albanycountyny.gov

