

## **Assistant Grant County Attorney**

Grant County, an Equal Opportunity Employer, located in Elbow Lake is currently accepting applications for the position of a part-time Assistant County Attorney. Required qualifications include a Juris Doctorate Degree from an accredited law school and a license to practice law in the state of Minnesota. This position under the direction of the County Attorney is responsible for providing legal assistance, legal advice, and litigation support in all matters involving the County. The responsibilities of the Assistant County Attorney include, but are not limited to, prosecuting criminal adult and juvenile offenses and representing the County in child protection and administrative matters. These functions will necessarily include determining whether to initiate charges, reviewing and overseeing investigations, creating strategies for pleas and trial, coordinating and conducting child protection litigation and services, reviewing paternity and support cases referred by the child support unit, and preparing and assisting in mental illness and chemical dependency commitments and hearings. Applicants must have experience and knowledge of the principles, concepts, practices and standards of the legal professional including rules of conduct, rules of evidence, rules of court, civil and criminal procedures/process and knowledge of state, federal and local laws. A portion of the Assistant County Attorney's hours will be dedicated to assist Pope County in child protection matters.

The Assistant County Attorney is a part-time, exempt, non-union position. Anticipated beginning salary will be based upon 30 hours per week and the successful applicant's experience. Pension benefits will also be provided.

The County Attorney also maintains a general private practice, and it is expected that the applicant will also fill the role of an associate with Anderson Law Office, P.A. The nature of the private practice focuses on real estate, estate planning, probate and trust administration, family law and general litigation. Compensation through the private practice will be based upon experience and education.

An application and job description may be obtained from Grant County Human Resources, located at the Grant County Office building or on our website <http://www.co.grant.mn.us/>. All applicants must submit a Grant County application and resume to Grant County Human Resources by Monday, September 16, 2019 at 1:00 p.m. to be considered for this position.

EOE