

ASSISTANT COUNTY ATTORNEY

Strafford County Attorney's Office, Dover, NH 03820

QUALIFICATIONS:

- Applicant must be member in good standing of the New Hampshire Bar Association and have a J.D. from an accredited law school
- Applicant must be able to handle multiple tasks, meet deadlines, be organized, have communication skills, and be an effective team member
- Mandatory criminal record check is required for all new employees

RESPONSIBILITIES:

- This position is for a trial attorney with a focus on felony-level criminal prosecution
- ACA will be responsible for reviewing case files, assisting police with building criminal investigations, making charging decisions, and presenting cases to the Grand Jury.

- ACA will prepare and conduct required pre-trial litigation related to the assigned caseload in the Strafford Superior Court. ACA will work closely with victim assistance to ensure that victim's rights are protected throughout prosecution
- ACA will prepare assigned cases for jury trial and handle all non-appellate post-conviction related matters

BENEFITS: Medical, Dental, Life Insurance, Holiday & Sick time, Longevity Pay, Short Term Disability, NH Retirement System, mileage reimbursement, CLE and Bar dues paid by county. Salary commensurate with experience.

Please send cover letter, resume, and references to County Attorney Emily Garod at egarod@straffordcounty.gov