

# EMPLOYMENT OPPORTUNITY

## FULL-TIME ASSISTANT COUNTY ATTORNEY

Join our innovative team committed to the delivery of quality justice and essential legal services in beautiful Cook County, Minnesota.

Cook County is currently recruiting a prosecuting attorney licensed to practice law in the State of MN. The Assistant County Attorney has responsibility to:

- Review law enforcement reports and make charging decisions related to prosecution of adult and juvenile crime.
- Represent the State in criminal and traffic cases, including in pre-trial appearances, court trials, and jury trials.
- Review investigations and reports of child maltreatment (abuse and neglect), draft and file Child In Need of Protection or Services (“CHIPS”) petitions, and represent Cook County Public Health and Human Services in those matters (pre-trial appearances through trial/resolution).
- Represent Cook County in child support enforcement and civil commitment matters.
- Conduct legal research, prepare legal briefs, correspondence, and memoranda for filing internally or with district and appellate courts.
- Assist in general county legal counsel as assigned.
- Represent the County Attorney at various meetings or trainings as assigned and keep current with continuing legal education in subjects related to job duties.

The ideal candidate desires ample courtroom experience and has interest in the criminal justice and child protection systems plus two years of relevant experience. Candidate must pass a background check, be licensed in the State of Minnesota to practice law, and maintain continuing legal education credit. Candidates must also have a valid driver’s license. Cook County offers a full benefit package. Salary range starts at \$ 29,444 (Step 1)- \$ 37,653 (Step 15).

**Apply for this position through:**

**Cook County’s web site:** [www.co.cook.mn.us](http://www.co.cook.mn.us)

**Applications must be received in the County Administrator’s office by**

**September 1, 2017.** For more information contact: Cook County

Administrator Jeff Cadwell, (218) 387-3687 or [jeff.cadwell@co.cook.mn.us](mailto:jeff.cadwell@co.cook.mn.us)



*Equal Opportunity Employer*