



Taney County (Forsyth, MO)

## ASSISTANT PROSECUTING ATTORNEY

Our office is currently accepting applications for a full-time Assistant Prosecuting Attorney to represent the State of Missouri in criminal cases occurring in Taney County.

### **Responsibilities:**

- Conduct factual and legal analysis of reports submitted by various law enforcement agencies to determine if/what criminal charges should be filed
- Handle cases throughout every stage of criminal proceedings from inception to trial
- Appear in court to handle routine docket calls and evidentiary hearings, including but not limited to bond reduction hearings, preliminary hearings, bench/jury trials, and probation revocation hearings
- Draft, file, and argue motions
- Communicate with victims and witnesses
- Attend depositions of victims and witnesses
- Serve as the on-call prosecutor on a weekly rotating schedule to handle after hours filings and search warrants

### **Qualifications:**

- Juris Doctorate (JD) degree from ABA-accredited law school (3 years)
- Valid license to practice law in Missouri (or anticipate having a valid license soon)
- Must work well independently, but also be able to collaborate with co-workers, law enforcement, clerks, and judges
- Must be able to multitask and manage time effectively
- Familiarity with the case management system "Karpel" is preferred, but not required

### **Salary & Benefits:**

- Starting salary is \$63,000 per year, but is negotiable based on previous experience
- Benefits include paid vacation, paid State-recognized holidays, county-paid health & dental insurance premiums, enrollment in the Missouri Local Government Employee Retirement System (LAGERS) and County Employee Retirement Fund (CERF), and paid Missouri Bar dues

**Applicants should email a cover letter, resume, and references to [Brad.Hughes@taneycountymo.gov](mailto:Brad.Hughes@taneycountymo.gov) and [Melinda.Burkhart@taneycountymo.gov](mailto:Melinda.Burkhart@taneycountymo.gov)**