

Kansas State Board of Indigents' Defense Services

Open Position – Call for Applicants

Senior Assistant Capital Public Defender, (Capital Public Defender II) Death Penalty Defense Unit, Topeka, KS

Senior Assistant Capital Public Defender (Capital Public Defender II):

The Kansas State Board of Indigents' Defense Services is accepting applications for the position of **Senior Assistant Capital Public Defender (Capital Public Defender II)** in the Death Penalty Defense Unit in Topeka, Kansas.

Capital Public Defender II's represent adults charged with capital criminal felonies in Kansas District Courts who are deemed indigent and unable to afford to hire an attorney. The position of Capital Public Defender II is for attorneys who have first chaired a murder case to jury trial. Preferred minimum of 3 years to 10 years' experience.

Responsibilities and qualifications

Capital Defenders II represent adults charged with or convicted of capital criminal felonies who may be under a sentence of death or life without parole and who are deemed indigent and unable to afford to hire an attorney at the District Courts across Kansas.

Attorneys in this position possess an advanced capital litigation skill set and have developed a comprehensive capital motions practice. Attorneys at this level are capable of litigating complex capital statutory, procedural and constitutional issues in various courts throughout Kansas with some assistance from other experienced attorneys within their office. Attorneys in this position understand the impact of their state capital litigation on the larger timeline and procedural overlay of state and federal capital case litigations.

Capital Public Defender II's are capable of and willing to provide some limited mentoring, in-house training and guidance to less experienced attorneys and defense staff, as requested by the Chief Capital Public Defender or their Deputy.

Capital Public Defender II's consistently advance the ideal of a client-centered, holistic Public Defender system both internally within the agency and in their interactions with outside legal system stakeholders.

Capital Public Defender II's must continue to actively advance their level of practice by seeking additional learning opportunities. These attorneys maintain the highest standard of professionalism, inspire others and take active steps to create a positive, safe and supportive

office culture.

An attorney to be qualified for this position shall have demonstrated those qualifications set forth in ABA Guidelines for appointment and performance of defense counsel in death penalty cases. ABA Guideline 5.1.

Minimum requirements for this position include:

Education and Experience: Must be a graduate from an ABA accredited law school and licensed attorney who is active and in good standing in the State of Kansas at the time of employment. Have a preferred minimum of 3 years of experience in criminal defense or other comparable legal practice.

Knowledge, Skills and Abilities:

- Must have exceptional communication skills.
- Ability to effectively communicate in written and oral form.
- Ability to use all necessary electronic devices including computers, e-filing systems, as well as case management systems.
- Ability to coordinate with supporting personnel to provide client-centered, holistic representation.
- Must have appropriate time management skills and organizational skills and demonstrate proficiency of avoiding unnecessary delays in client's cases through appropriate preparation and planning.
- Must be able to process, organize and manage complex litigation.
- Must be able to handle emergency or crisis situations.
- Must be able to handle frequent interruptions and multiple calls and inquiries.
- Must be able to effectively interact with clients, co-workers and other colleagues in a respectful and appropriate manner.
- Must be academically curious about criminal law and procedure.
- Must be able to treat every client, witness and colleague with dignity and respect without exception.
- Must demonstrate an on-going commitment to a client-centered practice.
- Must be able to maintain confidentiality and manage confidential information.
- Must have a keenly developed and uncompromising set of personal and professional ethics.
- Occasional travel to other work locations including courts and jail.

Conditions of Employment:

- Confirmation of licensure as an active attorney in good standing the State of Kansas, or successful admission to the Kansas Bar, prior to start date.
- Must have a valid driver's license where courts and jails are not located within walking distance of the office.
- All Employment is subject to the Governor's salary approval.

Salary and Benefits

Compensation for this position (Senior Assistant Capital Defender) ranges from \$70,000 – \$88,750. Salary may vary depending upon experience or qualifications. We are happy to discuss salary expectations with interested applicants.

The State of Kansas Employment Benefits Package includes:

- First day of employment comprehensive coverage under the State Employee Health Plan (SEHP) for medical, prescription drug coverage, dental, and vision Tax advantage accounts are available and include options such as a Health Savings Account, Health Reimbursement Account, and Flexible Spending Accounts
- Additional voluntary benefits including Hospital Indemnity Insurance, Accident Insurance, and Critical Illness Insurance
- SEHP members and their covered family members have access to the HealthQuest Health Center at 9th and Kansas Avenue in Topeka for in person and virtual health care services
- Sick & Vacation leave
- Work-Life Balance programs: paid parental leave, military leave, jury leave, and funeral leave
- Paid State Holidays
- Fitness Centers in select locations
- Employee discounts with the [STAR Program](#)
- Retirement and deferred compensation programs

Application Materials Needed

- Cover letter
- Resume
- Writing sample
- List of three professional references
- If you are claiming Veteran's Preference, please also include your DD214

Send resume, cover letter, writing sample, and list of references, and DD214 (if applicable) by email to Bryan Crouch at bidsrecruiter@sbids.org:

Bryan Crouch
Human Resources Professional, Administration Office
State Board of Indigents' Defense Services
bidsrecruiter@sbids.org

When emailing application materials, please include "Capital Public Defender II Application" in your email subject line.

Position is open until filled.

Please be aware that if an offer of employment is made, actual employment is subject to two pre-employment conditions which include:

- Confirmation of licensure as an active attorney in good standing in the State of Kansas.
- Governor's salary approval.

Kansas Tax Clearance Certificate required:

Each applicant (even non-residents) applying for a State of Kansas job vacancy must obtain and submit a valid Kansas Tax Clearance Certificate within 10 days from the date of the offer letter to the hiring agency by accessing the Kansas Department of Revenue's website at <https://www.kdor.ks.gov/apps/taxclearance/default.aspx>. A Tax Clearance Certificate is a comprehensive tax account review to determine and ensure that an individual's account is compliant with all primary Kansas Tax Laws. A Tax Clearance expires every 90 days. This is in accordance with Executive Order 2004-03. If you need assistance with the tax clearance, please contact 785-296-3199 or by email at kdor_specialprojects@ks.gov.

How to Claim Veterans Preference:

Former military personnel or their spouse that have been verified as a "veteran"; under K.S.A. 73-201 will receive an interview if they meet the minimum competency factors of the position. The veterans' preference laws do not guarantee the veteran a job. Positions are filled with the best qualified candidate as determined by the hiring manager.

[Learn more about claiming Veteran's Preference](#)

Equal Employment Opportunity:

The State of Kansas is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Act and would like to request an accommodation, please address the request to the agency recruiter.

Advertised by Kansas State Board of Indigents' Defense Services.