



MICHAEL N. FEUER
CITY ATTORNEY

POSITION ANNOUNCEMENT

DEPUTY CITY ATTORNEY

CRIMINAL APPELLATE SECTION

CRIMINAL AND SPECIAL LITIGATION BRANCH

OPENING:

The Office of the City Attorney is seeking an attorney in the Criminal Appellate Section of the Criminal and Special Litigation Branch.

SECTION:

The Criminal Appellate Section litigates appeals, extraordinary writs, and state and federal habeas corpus proceedings arising out of criminal and other actions brought by the Criminal and Special Litigation Branch. Section attorneys also provide assistance to Criminal and Special Litigation Branch trial deputies and managers, act as a resource to vertical prosecution unit attorneys handling appeal and writ matters, produce in-house continuing education memoranda, and lecture on criminal law and procedure issues.

DUTIES AND RESPONSIBILITIES:

The responsibilities of the attorneys assigned to the Criminal Appellate Section include:

- Managing a caseload of misdemeanor and infraction appeals in state court, with responsibilities that include record preparation, legal research, briefing, and oral argument;
- Handling extraordinary writ proceedings, including habeas corpus in state and federal court, with responsibilities that include legal research, preparation of petitions and other pleadings, briefing, evidentiary hearings, and oral argument;
- Preparing amicus curiae briefs and related documents;
- Completing assignments on issues of significance to the Criminal and Special Litigation Branch;
- Preparing and presenting continuing education and training seminars;
- Assisting branch with pretrial, trial, and post-conviction matters and issues; and
- Promptly handling assignments that are time sensitive.

QUALIFICATIONS:

- Licensed to practice law in all courts in the State of California and the United States District Court for the Central District of California;
- Advanced analytical, research, writing, and oral communication skills and experience;
- Extensive understanding of criminal law and procedure, including knowledge of misdemeanor pretrial, trial, and post-conviction matters;
- Desire to operate in a collaborative environment, which includes supervision and editing of work;
- Availability in office to handle time-sensitive assignments and assist attorneys with urgent trial-related or appellate issues;
- Criminal or civil appellate experience is preferred; and,
- Oral and written advocacy experience is preferred.

WRITING SAMPLES:

Candidates must provide two (2) writing samples.

PROBATION:

Appointment to this exempt position (non Civil-Service) will be subject to a two (2) year probationary period as required by Section 1050 of the City Charter. Successful completion of the two (2) year probationary period will result in tenure with the office.

APPLICATION AND DEADLINE:

Attorneys interested in applying should submit their resume, writing samples, and cover letter in ONE (1) PDF FILE specifying “**DCA – CRIMINAL APPELLATE SECTION (YOUR CALIFORNIA BAR NUMBER)**” to David Villegas **via email only** to David.Villegas@lacity.org by **Tuesday, April 4, 2017**.

Selected applicants will be invited to interview.

CONFLICT OF INTEREST:

This position is designated Category 3 on Schedule B of the Conflict of Interest Code.

**AS A COVERED ENTITY UNDER TITLE II OF THE AMERICANS WITH DISABILITIES ACT, THE CITY OF LOS ANGELES DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY AND, UPON REQUEST, WILL PROVIDE REASONABLE ACCOMMODATION TO ENSURE EQUAL ACCESS TO ITS PROGRAMS, SERVICES AND ACTIVITIES.
TO REQUEST A REASONABLE ACCOMMODATION, PLEASE CALL (213) 978-7150.**