

## SENIOR TRIAL ATTORNEY

**Purpose:** This is an at will position. The elected district attorney has final discretion in hiring and retaining for this position, including which qualifications and performance standards will apply.

This position provides for the prosecution of criminal and non-criminal cases.

**Supervision:** Incumbent receives general supervision from the assigned supervisor. May provide supervision of employees and units (such as domestic violence unit). May provide input on employee development, discipline, etc.

**Examples of Work Performed:**

- Prosecution of all levels of crimes.
- Leads or assists in trial teams; performs other non-prosecution duties as assigned.
- Supervises or mentors other attorneys and/or staff.
- Performs training for staff and law enforcement.
- Works with law enforcement at crime scenes.
- Performs non-prosecution duties such as community outreach; participates on boards and task forces and other groups assigned.
- May undertake special projects such as community education projects.

**Distinguishing Characteristics:** This is an advanced level position of the attorney series. The incumbent may demonstrate the ability to progress to the next level by acquiring relevant experience. Complex felony work may be under supervision. Must be willing to try cases and enhance trial skills.

**Working Conditions:**

- Work is performed in office, courtroom, and community environments.
- Some physical effort and travel may be required.
- May be required to work under stressful situations and/or conditions.
- May be required to go to crime scenes.

**Knowledge, Skills, and Abilities:** This position requires comprehensive and current knowledge and skills in the areas of criminal prosecution.

- rules of evidence and rules of criminal procedure.
- public relations.
- organization and supervision.
- basic computer skills including working knowledge of office systems.
- fully effective trial skills.
- ability to draft legal documents.
- ability to work effectively with other criminal agencies.
- ability to communicate effectively.
- ability to research/analyze information and situations.
- Works independently with minimal consultation with supervisors (except for higher profile or complex cases).
- Significant prosecutorial discretion on cases within assigned case load.

**Requirements:** Licensed attorney to practice law in New Mexico plus a minimum of four (4) years as a practicing attorney in criminal law or three (3) years as a prosecuting attorney.

- **Preferred Qualifications:** Five (5) to seven (7) years or more of relevant prosecution experience.