

Colorado Public Defender – Class Specification

Class Title: Lead Deputy State Public Defender
Class Series: Attorney Classification
Class Code: R49P13
Reports to: Supervising and/or Managing Attorney
Direct Reports: None
Range Min/Max: \$7,291 - \$10,936

LEAD DEPUTY STATE PUBLIC DEFENDER

The classification of Lead Deputy State Public Defender (“Lead Deputy”) is discretionary and based on the needs of the regional office or system. This classification is reserved for attorneys who handle the most complex matters independently and exhibit exemplary judgment and problem solving ability. In addition to meeting and exceeding all of the requirements for Senior Deputy State Public Defenders over an extended period of time, Lead Deputies have consistently demonstrated a master level of practice, professionalism, and leadership. Lead Deputies demonstrate skills and commitment beyond that seen in other lawyers of comparable experience and regularly assume informal leadership roles within their office in the areas of practice, supporting management and/or developing staff. Lead Deputies exhibit an outstanding dedication to the Public Defender system and its clients. When called upon by the Office Head or the State Public Defender, Lead Deputies must assume additional responsibilities in assisting with the development, guidance, and oversight of others, and/or filling system-wide, State Office-defined needs

REQUIREMENTS OF THE POSITION

- Must be a graduate from an ABA accredited law school and a licensed attorney in the State of Colorado.
- Must have exceptional communication skills.
- Must be able to meet the physical demands of the job, with or without accommodations, which are:
 - Ability to effectively communicate in written and oral form,
 - Ability to sit for extended periods of time,
 - Ability to use all necessary electronic devices especially computers,
 - Ability to transport themselves and their work files to court, jail, investigations and any other place where their physical presence is required,
 - Ability to lift, move or transport case files which can weigh up to 20 pounds, and
 - Ability to review all discovery, which may include visual depictions of evidence, examine physical evidence and view crime scenes.
- Must be able to handle emergency or crisis situations.
- Must be able to process and retain large amounts of information.
- Must be able to handle frequent interruptions and multiple calls and inquiries.

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- Must be able to maintain confidentiality and manage confidential information.
- Must be able to withstand a moderate noise level in the work environment.
- Must have a valid driver's license where courts and jails are not located within walking distance of the office.

Physical Requirements:

Employees must be able to meet the physical demands of the job, with or without accommodations, which include: talking, hearing, seeing, walking, and reaching with hands and arms. Positions may be required to travel.

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Physical demands are in excess of those of sedentary work. Light work usually requires walking or standing to a significant degree.

Note:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the office.