

## Colorado Public Defender – Class Specification

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Class Title: Lead Deputy State Public Defender  
Class Series: Attorney Classification  
Class Code: R49P13  
Reports to: Supervising and/or Managing Attorney  
FLSA: Exempt  
Date: July 1, 2020  
Range Min/Max: \$7,802 – \$11,703

### LEAD DEPUTY STATE PUBLIC DEFENDER

This classification describes attorneys who have demonstrated the ability to handle the most complex matters independently and exhibit consistently sound 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 exhibit an outstanding dedication to the Public Defender system and its clients. Lead Deputies are capable of assuming informal leadership roles within their office in the areas of practice, supporting management and/or developing staff. 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

#### QUALIFICATIONS

##### **Education and Experience:**

Same education and licensure qualifications as required for the Senior Deputy State Public Defender and public defender experience.

##### **Conditions of Employment:**

- Maintain licensure as an attorney in the State of Colorado.
- Must have a valid driver's license where courts and jails are not located within walking distance of the office.

##### **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 especially computers,
- 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.
- Must be able to maintain confidentiality and manage confidential information.
- Must be able to withstand a moderate noise level in the work environment.
- Occasional travel to other work locations including courts and jails.

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### **Physical Requirements:**

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

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.

- Ability to sit for extended periods of time;
- Ability to transport themselves and their work files to court, jail, investigations and any other place where their physical presence is required.