

ABOUT MONO COUNTY

Wild by nature, Mono County is a destination that is full of adventure. Set on the eastern slopes of California's Sierra Nevada mountain range, Mono County is a rare environment of natural contrasts: Soaring granite peaks, spacious desert vistas, quiet lakes, bubbling hot springs, cold mountain streams, winter snows, sunny summer skies, rolling sagebrush hills, vibrant wildflower meadows.



Best of all, this natural playground is matched with a complete range of amenities and activities making it an ideal place to get away from it all. Enjoy an array of fine shops, restaurants, cafés, and other amenities. Ski, snowboard or bike down resort or backcountry mountain trails, fish numerous lakes and streams, relax in a soothing hot spring, or paddle a kayak on challenging and picturesque waters.

The Town of Mammoth Lakes is home to the world-famous Mammoth Mountain Ski Resort. While a small town of about 8,000 full-time residents, the town easily can swell to 40,000 during the busy winter season.

The northern areas of the county include Topaz, Coleville and Walker. The southern areas of the county include Crowley Lake, Benton, Mono City, Lee Vining, Mammoth Lakes and Chalfant.

Mono County offers numerous recreational opportunities and a high quality of life for your family and friends. Enjoy living and working where you would come to vacation.

TO APPLY OR QUESTIONS

Please fill out job application at
www.monocounty.ca.gov/jobs

Email: danderson@mono.ca.gov

SPECIAL NOTE: The provisions of this job bulletin do not constitute an expressed or implied contract. The County of Mono reserves the right to make necessary modifications to the recruitment plan. The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Any questions or comments about the need for accommodation should be directed to HR.

COUNTY OF MONO



INVITES APPLICATIONS FOR

**DEPUTY DISTRICT
ATTORNEY I/II/III**

Open Until Filled

1st Review - August 14, 2023

Equal Employment Opportunity Employer

THE POSITION

The County of Mono is seeking to fill a Deputy District Attorney I, II or III position within the Mono County District Attorney's Office. The successful candidate will possess an understanding of criminal law and procedure, understand principles and practices of legal research, investigation, courtroom procedure and protocol and have a good grasp of the rules of evidence.

EXAMPLES OF ESSENTIAL DUTIES

The District Attorney has two office locations, one in the north end of the county located in Bridgeport and one in the south end of the county located in Mammoth Lakes. The person selected for this challenging position will work out of both office locations and, under direction, perform legal work of a routine to complex nature in the prosecution of criminal cases as well as the enforcement of quasi-criminal cases. The individual will also help train and advise law enforcement officers on applicable laws, court decisions, and legal authorities. The most important function of this position is to serve as a trial attorney and perform related legal work as required. The ability to perform legal research, define issues, analyze and evaluate alternatives; present statements of fact, law and arguments clearly and logically; organize and manage a dynamic workload and work cooperatively with the public and law enforcement agencies is required.

Minimum Qualifications:

- Deputy District Attorney I: Minimum: Active membership in the State Bar of California. Graduation from an accredited school of law.
- Deputy District Attorney II: Minimum: Active membership in the State Bar of California. Two (2) years of professional legal experience comparable to that of a Deputy District Attorney I and a minimum of five (5) jury trials, a combination of misdemeanor and felony cases.
- Deputy District Attorney III: Minimum: Active membership in the State Bar of California. Three (3) years of professional legal experience comparable to that of a Deputy District Attorney II and a minimum of ten (10) jury trials, a combination of misdemeanor and felony cases.
- **Special Requirements:** Must be a member in good standing of the California State Bar Association at all levels.
- Proof of Bar membership required.



THE EXAM PROCESS

The examination process will consist of a review & competitive evaluation of the required knowledge & abilities as demonstrated on the application. Those successful in this evaluation will be invited to an oral examination (weighted 100%), which also may include a related work performance exercise. If a large number of applications are received for this recruitment, only the most qualified applicants will be invited to participate in the examination process.

Additional Documents to Submit

In addition to the completed job application, please submit:

- 1) Cover Letter
- 2) Resume
- 3) A summary of jury trial experience including: year tried, charges, and results
- 4) Answer to the following question, "Please detail the most challenging obstacle you have faced as a prosecutor (or other attorney) and what you did or are doing to overcome it?"

The exam process will include not only an interview, but also a review and practical demonstration of the required knowledge and abilities as stated on the application.

The Compensation

DDA I - \$87,715-\$106,618 DDA II - \$96,705-\$117,547
DDA III - \$106,618-\$129,595 (Additional 5% annual performance pay bonus available)

It should be noted that a comprehensive salary study is currently being conducted and is anticipated to be concluded by October 2023, which may result in substantial salary increases to the above ranges.

Mono County provides an excellent benefit package for this position that includes the following:

- ◆ CalPERS Retirement: 2.5%@55 for classic members of CalPERS; new members in CalPERS will be enrolled at 2%@62. The employee pays his/her CalPERS contribution. Mono County does not participate in Social Security except for the mandatory Medicare deduction.
- ◆ 457 and 401(a) Plan: Up to a full 3% County match to employee contributions to a 457 retirement account.
- ◆ Health Insurance: County pays for 95% of the premium for PERS Gold PPO plan. Currently, employee pays less than \$100/mo for entire family coverage.
- ◆ Dental/Vision: Fully paid plans for both the employee and family.
- ◆ Vacation: 15 days per year, increasing after 10 years of service.
- ◆ Administrative Leave: 10 days per calendar year (80 hours).
- ◆ Holidays: 14 holidays plus 2 personal holidays per year
- ◆ Sick Leave: 12 days per year. Fully paid in cash upon separation up to 960 hours after 10 years (75% paid if more than 5 years but less than 10 years of service).
- ◆ 9/80 schedule option with every other Friday off
- ◆ Cell Phone Allowance
- ◆ Life Insurance: \$50,000 policy paid by the County.
- ◆ Wellness Program: The County pays a portion for membership at specified local health clubs.

