

ASSISTANT PROSECUTING ATTORNEY

The Webster County Prosecuting Attorney's Office is hiring an Assistant Prosecuting Attorney. The position is available immediately. Webster County is located just east of Springfield approximately 30 miles, and provides rural living with access to the amenities and resources of Missouri's 3rd largest city. The County Seat is in Marshfield, located off of I-44.

RESPONSIBILITIES AND DUTIES

The Assistant Prosecutor will be responsible for handling weekly associate and circuit court dockets, including bench trials, motion hearings, probation violation hearings and preliminary hearings. You may handle traffic, conservation, low-level felonies and misdemeanors with the opportunity to handle high-level felonies as experience provides. You will get jury trial experience with the opportunity to serve as first-chair depending on experience and performance. You will also have the opportunity to assist with our civil caseload including limited Department of Revenue cases, establishment of paternity and support cases and CAFA forfeiture cases.

APAs also review referrals from law enforcement agencies, filing charges as appropriate and working with officers to develop stronger cases. This is a salaried position generally requiring forty (40) hours per week. APAs also join the on-call rotation, serving as a law enforcement point of contact for advice on criminal matters arising during their investigations, investigative subpoena requests, and assisting law enforcement in the issuance of search warrants. Most importantly, APAs work with our Victim Advocates to keep victims informed of the status of their case and seek justice on their behalf.

QUALIFICATIONS

Applicants must be a member of the Missouri Bar in good standing. Interested candidates should have experience in prosecution or criminal defense, work efficiently in an increasingly paperless environment, possess strong research, writing and communication skills, and possess a strong desire to work in public service. The Office uses the Karpel case management system. Knowledge of Karpel is not a prerequisite, but computer proficiency is a must.

The compensation package includes excellent benefit package including health and retirement benefits (CERF and LAGERS). The salary shall be commensurate depending on experience. Additional benefits of being an Assistant Prosecutor with Webster County are paid continuing legal education classes, paid Bar dues, bi-annual out-of-office training through the Missouri Office Prosecution Services plus other exciting training opportunities through various state and national associations, vacation and sick leave and all state and federal holidays. Other benefits are also available.

Applicants selected for an in-person interview will be notified as quickly as possible. Please do not apply if you have any criminal history, have been terminated from any county or state position, or do not meet all of the job requirements. Applicants must pass a background fitness review and current or former employers may be contacted following your interview before final.

Please forward a resume to Ben Berkstresser at bberkstresser@webstercountymo.gov and Kara Hofman-Johnson at kjohnson@webstercountymo.gov or call 417-859-0214 with any questions.