

PART-TIME ASSISTANT PROSECUTING ATTORNEY

Duties: The Assistant Prosecutor performs a variety of legal tasks, including but not limited to: appearing in Circuit and District Court (including criminal, traffic, and abuse/neglect matters) as needed; drafting legal motions and briefs; reviewing police reports and warrant requests; conducting jury trials; plea negotiations; taking phone calls from officers, attorneys, and parties; legal research; and other tasks as assigned by the Prosecuting Attorney and Chief Assistant.

Requirements: Current license to practice law in Michigan. Experience in criminal law and/or abuse and neglect law preferred. Must have availability to make ALL scheduled court dates in Kalkaska County in person. Must be available to work in person in the prosecutor's office a minimum of 20 hours a week. Must not have or undertake conflicting practice in Kalkaska County.

Pay: \$35,000. Benefits not available for part-time employment.

To apply: Please send résumé and cover letter to rziegler@kalso.org.