

## Job Title

Criminal Defense Practice Staff Attorney-CAB (Manhattan)

## Job Description

The Criminal Appeals Bureau of The Legal Aid Society's Criminal Defense Practice has openings for Staff Attorneys. Criminal Appeals Staff Attorneys handle all aspects of post-conviction practice on behalf of sentenced criminal defendants. For the first two years, the attorney in this position will focus on representing clients on direct appeals of guilty plea convictions. Such appeals generally challenge, inter alia, the validity of the guilty plea and/or the excessiveness of the sentence. After the first year, the attorney will assume responsibility for a full post-conviction caseload.

## ESSENTIAL DUTIES/RESPONSIBILITIES

- \* Represent clients in appellate, ancillary, habeas corpus, and other post-conviction proceedings before New York State and federal courts
  - \* Represent clients at trial-level Sex Offender Registration Hearings
  - \* Manage large post-conviction caseload
  - \* Communicate with clients and their families
  - \* Prepare appellate briefs to New York's intermediate appellate courts and the New York Court of Appeals and orally argue such appeals
  - \* Other duties as assigned
- 
- \* Admission to practice in the New York State Courts or eligibility for pro hoc vice admission
  - \* At least two years of appellate experience or the equivalent
  - \* Excellent writing and analytical skills
  - \* Excellent oral advocacy skills
  - \* Knowledge of the law of evidence, criminal and constitutional law, statutory interpretation, and ethical principles contained in the Rules of Professional Conduct
  - \* Excellent organizational skills
  - \* Experience in preparing criminal appellate briefs and post-conviction litigation
  - \* Demonstrated interest in serving low-income communities
  - \* Ability to work collegially with all members of the staff
  - \* Commitment to indigent defense
  - \* **REQUIRED DOCUMENTS:** Please submit a cover letter, resume and writing sample as a single PDF when you apply via the LAS Recruitment Portal

*Only PDF documents will be accepted. If your document is not a PDF, your application will not be processed. Applications submitted without all the required materials will not be processed.*

## OUR COMMITMENT TO DIVERSITY AND INCLUSION

The leadership of The Legal Aid Society is committed to a work culture of zealous advocacy, respect, diversity and inclusion, client-oriented defense, access to justice and excellent representation. We are dedicated to building a strong professional relationship with each of our clients, to understanding their diverse circumstances, and to meeting their needs. Our ability to achieve these goals depends on the efforts of all of us.

# THE LEGAL AID SOCIETY

## HOW TO APPLY

You must apply online at the [LAS RECRUITMENT PORTAL](#). The legal aid society is reducing its carbon footprint and therefore paper applications are not accepted. Only pdf documents will be accepted. If your document is not a pdf, your application will not be processed. Applications submitted without all the required materials will not be processed. Applications will be considered on a rolling basis so applicants are encouraged to apply early.

**The legal aid society is an equal opportunity employer – women, people of color, members of the LGBTQ+ communities, veterans, and people with disabilities are encouraged to apply.**

For technical difficulties or questions regarding this posting, please email [jobpostquestions@legal-aid.org](mailto:jobpostquestions@legal-aid.org).