



King County
**Public Defense Mitigation Specialist II (Term-Limited
Temporary)**

SALARY	\$93,665.94 - \$118,726.82 Annually	LOCATION	Seattle, WA
JOB TYPE	Term Limited Temporary, Full Time, 40 hrs/wk	JOB NUMBER	2024FF22314
DEPARTMENT	DPD - Dept of Public Defense	DIVISION	Society of Counsel
OPENING DATE	07/18/2024	CLOSING DATE	8/1/2024 11:59 PM Pacific
FLSA	Exempt	BARGAINING UNIT	A8 : SEIU L925-DPD-Staff
FULL- OR PART-TIME	Full Time	HOURS/WEEK	40 hours/week

Summary



King County Department of Public Defense (DPD) is seeking interested applicants for Term-Limited Temporary vacancies as a **Public Defense Mitigation Specialist II** in our [Society of Counsel Representing Accused Person Division](#).

Public Defense Mitigation Specialist II's assist attorneys in developing defense strategies by providing advice and recommendations to attorneys; they assess clients and their families, participate in case strategy and planning, and present relevant diagnostic social service needs of clients, particularly as it pertains to establishing the best possible legal defense and/or outcome, and coordinate and refer clients to relevant social services.

WHY JOIN DPD?

The King County Department of Public Defense (DPD) provides high quality legal representation to indigent clients in felonies, misdemeanors, juvenile defense, family defense (dependency cases), involuntary commitment (mental illness), sex offender commitment, and inquests.

As an organization we work with the community:

- To dismantle the systems that oppress our client.
- To make the traditional systems that remain as restorative as possible.
- To advocate for pathways that will allow our clients to succeed.

We also advocate to reduce the harm and reach of the criminal legal system and civil legal systems that restrict our clients' liberties and to address systemic racism. We strive to create a flexible workplace culture that is inclusive, respectful, and supportive, premised on a shared anti-oppression framework. To learn more about DPD, visit our [website](#).

Job Duties

ESSENTIAL JOB FUNCTIONS AND DUTIES include but are not limited to the following

- Provide social services information/education to attorneys and clients. Coordinate, refer, and monitor relevant social services for clients.
- Prepare and present accurate case information, and persuasive mitigation reports.
- Perform assessments, make diagnoses regarding mental illness or addictions, conduct interviews to collect information, and gather records for mitigation/competency. Prepare comprehensive psychosocial histories as needed.
- Provide testimony regarding mental health status, competence, or developmental issues.
- Advocate for clients in the criminal justice system by investigating, developing, and presenting information that supports an alternative sentencing or dispositional plan. Similarly, advocate for clients in the legal system who are responding to a dependency petition, Sexual Offender Commitment petition, and other proceedings affecting the client's liberty, or other constitutionally protected interest.
- Uses professional communication skills and demonstrates empathy with DPD's clients many of whom suffer from trauma and/or mental illness, via the phone and in-person.
- Demonstrates and practices cultural sensitivity when engaging a diverse population.
- Perform other duties as assigned.

Detailed specifics of job duties are assigned by case type and division.

Experience, Qualifications, Knowledge, Skills

REQUIRED:

- Master's degree in social work or a related behavioral science field. Criminal defense experience or familiarity with the populations that DPD serves is required. This education and experience should demonstrate an ability to work with clients who may be under pressure and in stress, helping them to navigate complex bureaucracies and access the assistance they need.
- Have a valid Washington State Driver's License or the ability to travel throughout the county in a timely manner.
- Be at least 21 years of age.

KNOWLEDGE OF:

- The role of the attorney-mitigation specialist relationship and familiarity with the Washington State Bar Association Rules of Professional Responsibility and other ethical standards which govern Mitigation Specialists. This is necessary to support ethical and fair representation for each and every client we serve.
- Principles, methods and techniques of social services, including case management, assessment, coordination/referrals, research, mediation, report writing, and oral communications. This is vital to ensure accuracy, effective service delivery, and legal compliance.
- The use of mitigation in criminal justice cases, to secure the best outcomes for those we serve.
- Criteria for reliable biopsychosocial assessment, to assure that those we serve receive appropriate assessment and subsequent care and to improve a client's cognition regarding their circumstances.

ABILITY TO:

- Keep up to date with changing work and practices in the social work/mitigation specialist field and to ensure compliance with the latest laws, regulations and techniques to support our clients.
- Testify effectively at trial, sentencing or other hearings to promote positive representation, and garner best outcomes for those we serve.

- Communicate effectively and professionally, in person and in writing, to represent our clients in the best possible light.
- Work calmly and respond courteously when in stressful situations and to demonstrate confident and professional conduct.
- Learn new and/or increasing complex duties.
- Work in a fast-paced, and multifaceted environment with high attention to detail.

SKILL IN:

- Handling confidential information to safeguard client privacy and identity.
- Identifying potential ethical issues and seeking advice/counsel when ethical issues arise or require clarification, to guarantee ethical and fair representation for each and every client we serve.
- Preparing detailed narrative reports, correspondence and other written materials to actively and progressively support a positive narrative and outcome for those we serve.
- Using office software programs including word processing, spreadsheet, database and email.
- Working with a variety of individuals from diverse backgrounds to effectively serve vulnerable clients from all walks of life.

The following qualifications are a plus:

- Regular, reliable and predictable attendance to support timeliness and follow-through on legal items and scheduling affecting our clients.
- Have lived experience involving the criminal legal system.
- Fluency in a foreign language.

Supplemental Information

WHY KING COUNTY?

At King County, our work is guided by our True North and values. Our True North is what we aspire to: Making King County a welcoming community where every person can thrive.



We are racially just.



We respect all people.



We lead the way.



We are responsible stewards.



We are one team.



We solve problems.



We focus on the customer.



We drive for results.

King County offers great benefits, to include a pension plan, holidays, transit pass, plus training and education opportunities to promote growth and development.

Our focus is to provide our employees with work life balance

- **100% premium paid** healthcare plans
- **Paid** Orca Card allowing multiple transportation options to/from the office
- **On-Site** exercise facilities and bike storage
- **Paid** vacation time (in addition to paid holidays)
- **Twelve** paid holidays and **Two Additional** personal holidays
- **Paid** sick leave
- **Paid** parental leave
- **Deferred** compensation plan
- **Employer Contributions** to state pension plan
- **Awesome** Employee Giving Program

ARE YOU READY TO APPLY?

This opportunity is open to **all applicants**. Please apply at www.kingcounty.gov/careers.

This recruitment will be used to fill **two Term-Limited Temporary** positions in our [Society of Counsel Representing Accused Persons Division](#). This assignment is anticipated to last for up to one-year but has the ability to be extended based on

business needs. This recruitment will be used to fill future Term-Limited temporary vacancies over the next six-months.

To be considered for this role submit the following items:

- Completed King County application.
- Cover letter detailing your background and what you can bring to the Department of Public Defense.
- A short self-authored writing sample (in .doc, .docx, or .pdf format). Examples of appropriate items include an advocacy document, psychosocial assessment or a letter on behalf of a client.

If you have questions, please contact:

Falisha Forgash, Senior Human Resource Analyst

fforgash@kingcounty.gov

206-263-2041

WORK SCHEDULE AND LOCATION:

This position may be located in Seattle or Kent. **The work week is normally 8:00 a.m. to 5:00 p.m. Monday through Friday.** This position is exempt from the provisions of the Fair Labor Standards Act and is not eligible for overtime pay.

In this role you should expect to work both in the field and in the office, while being required to report to other locations, such as court or jail facilities. Onsite reporting requirements are determined by the departments operational needs and may be adjusted accordingly. DPD maintains physical offices in the following locations:

- Dexter Horton Building, 710 Second Avenue, Seattle;
- Jefferson Street Building, 1401 East Jefferson, Seattle;
- Meeker Street Building, 420 West Harrison Street, Kent.

Rotations of work location and [practice area](#) and/or workflow are an essential function and can occur based on business need. Placements may be made to any of our Seattle and/or Kent locations.

DPD Policies

[DPD Ethical Walls Policies and Procedures](#) will apply to applicants, such that if you work or have worked for one of DPD's divisions, you may be ineligible to work in another division.

[Outside Work Policy for Administrative Staff](#) will apply to applicants, such that you must receive approval from your supervisor and Managing Attorney before being permitted to engage in outside employment for compensation or volunteer.

Union Membership

Positions in this classification are recognized by Service Employees International Union, Local 925.

Forbes recently named King County as one of Washington State's best employers.

Together, with leadership and our employees, we're changing the way government delivers service and winning national recognition as a model of excellence. Are you ready to make a difference? [Come join the team](#) dedicated to serving one of the nation's best places to live, work and play.

Guided by our **"True North"**, we are making King County a welcoming community where every person can thrive. We value diversity, inclusion and belonging in our workplace and workforce. To reach this goal we are committed to workforce equity. Equitable recruiting, support, and retention is how we will obtain the highest quality workforce in our region; a workforce that shares and will help advance our guiding principles--we are one team; we solve problems; we focus on the customer; we drive for results; we are racially just; we respect all people; we lead the way; and we are responsible stewards. We encourage people of all backgrounds and identities to apply, including Native American and people of color, immigrants, refugees, women, LGBTQ+, people living with disabilities, and veterans.

King County is an Equal Employment Opportunity (EEO) Employer

No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation and pregnancy), age, genetic information, disability, veteran status, or other protected class. Our EEO policy applies to all employment actions, including but not limited to recruitment, hiring, selection

for training, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation.

To Apply

If you are interested in pursuing this position, please follow the application instructions carefully. If you need this announcement in an alternate language or format, would like to request accommodation or assistance in the application or assessment process or if you have questions, please contact the recruiter listed on this job announcement.

SALARY AND BENEFITS:

In accordance with RCW 49.58.110, this salary reflects the full salary range for this position. Individual placement within the range is based on the candidate's current experience, education, skills, and abilities related to the position. King County offers a comprehensive.

Benefits

King County offers a highly-competitive compensation and benefits package designed to meet the diverse needs of our employees and support our employees' health and well-being. Eligible positions receive the following benefits and have access to the following programs:

- Medical, dental, and vision coverage: King County pays 100% of the premiums for eligible employees and family members
- Life and disability insurance: employees are provided basic coverage and given the opportunity to purchase additional insurance for both the employee and eligible dependents
- Retirement: King County employees are eligible to participate in a pension plan through the Washington State Department of Retirement Systems and a 457(b) deferred-compensation plan
- Transportation program and ORCA transit pass
- 12 paid holidays each year plus two personal holidays
- Generous vacation and paid sick leave
- Paid parental, family and medical, and volunteer leaves
- Flexible Spending Account
- Wellness programs
- Onsite activity centers
- Employee Giving Program
- Employee assistance programs
- Flexible schedules and telecommuting options, depending on position
- Training and career development programs

For additional information about employee benefits, visit our [Benefits, Payroll, and Retirement Page](#).

This is a general description of the benefits offered to eligible King County employees, and every effort has been made to ensure its accuracy. If any information on this document conflicts with the provisions of a collective bargaining agreement (CBA), the CBA prevails.

NOTE: Benefits for Term Limited Temporary (TLT) or Short Term Temporary (STT) positions, including leave eligibility and/or participation in the pension plan through the Washington State Department of Retirement Systems, will vary based upon the terms and details of the position. Short Term Temporary positions are not eligible for an ORCA transit pass.

For inquiries about the specifics of this position, please contact the recruiter identified on this job posting.

Agency

King County

Address

King Street Center
201 South Jackson Street
Seattle, Washington, 98104

Phone

Website

Public Defense Mitigation Specialist II (Term-Limited Temporary) Supplemental Questionnaire

*QUESTION 1

Are you a current and/or former employee of the Department of Public Defense?

- Yes
 No

*QUESTION 2

If yes to the above, in which division(s)? Otherwise, please indicate N/A

- Associated Counsel for the Accused
 Northwest Defenders
 Society of Counsel Representing Accused Persons
 Director's Office
 The Defender Association
 N/A

*QUESTION 3

Which best describes your highest level of education?

- No GED or High School Degree
 General Education Degree
 High School
 Some College
 Associate's or Technical Degree
 Bachelor's Degree
 Master's Degree
 PhD
 JD
 Other advanced degree

*QUESTION 4

If you answered yes in the prior question to a higher education degree, in what field is your degree? Otherwise, please indicate N/A

*QUESTION 5

How many years of criminal defense experience do you have?

- No experience
 Less than one year
 One to four years
 Four or more years

***QUESTION 6**

How many years of familiarity with the populations that DPD serves do you have?

- No experience
- Less than one year
- One to four years
- Four or more years

***QUESTION 7**

By applying for this position, I agree that I am willing and able to work in any of the following Seattle and/or Kent work locations: Dexter Horton Building, 710 Second Avenue, Seattle Jefferson Street Building; 1401 E Jefferson Street, Seattle Meeker Street Building, 420 W Harrison Street, Kent

- Yes
- No

***QUESTION 8**

Did you attach a cover letter and short self-authored writing sample to your online application? (Please note, a complete application is required for this process. Writing 'see resume' on your application may result in disqualification from further consideration).

- Yes
- No

***QUESTION 9**

Are you applying to this position as an eligible current or previous King County Employee Priority Placement Program Participant? AND Is this position the same or lower percentage of full-time when compared to the position held at the point of the notification of layoff? AND Do you possess the skills and abilities to qualify for this position?

- Yes, I was given a layoff notice from my Career Service role at King County and I am within two years of the effective date of my layoff. Additionally, the position I was laid off from was the same or a higher percentage of FT status when compared to this one.
- No.

QUESTION 10

If you answered yes to the question above and you are applying for this position as a Priority Placement Participant, to be considered, you must provide the following three pieces of information in the space provided: 1. The title you held when you received your layoff notice 2. The department you worked in 3. The effective date of your layoff

* Required Question