



UNION COUNTY BOARD OF COMMISSIONERS

Donna Beverage, Commissioner
Paul Anderes, Commissioner
R. Matthew Scarfo, Commissioner

Shelley Burgess, Administrative Officer

1106 K Avenue La Grande, OR 97850

PHONE (541)963-1001 FAX (541)963-1079

NOTICE OF JOB OPENING

Recruitment is open to all who meet the qualifications below and will be used to fill this vacancy and others that may occur in the next six months to one year.

POSITION: Deputy District Attorney I, II or III

DEPARTMENT: Union County District Attorney

FTE: 1.0 FTE

OPENING DATE: January 19, 2022

CLOSING DATE: February 18, 2022

SALARY: DDA I: Range 21 (\$4,682 - \$6,359/month) with benefits; DDA II: Range 22 (\$4,916 - 6,677/month) with benefits; DDA III: Range 23 (\$5,162 - \$7,011/month) with benefits

DUTIES:

- Represent the State of Oregon by prosecuting criminal cases on behalf of the people of the State of Oregon in Union County
- Represent the State of Oregon in juvenile delinquency, dependency, forfeiture, child support and civil commitment proceedings
- Advise and train law enforcement and represent the District Attorney in a variety of interagency groups and committees
- Responsible for analysis, preparation, negotiation and litigation of a general caseload
- Any other duties as assigned by the District Attorney

REQUIREMENTS:

- Must be a member in good standing of the Oregon State Bar
- Prior prosecutorial and/or trial experience is preferred
- Valid driver's license is required
- Must be a person of the highest integrity and must pass a criminal background check
- DDA II requires a minimum of 2 years of experience. DDA III requires a minimum of 5 years of experience.

SEE JOB DESCRIPTION FOR ADDITIONAL REQUIREMENTS.

APPLY:

County application, cover letter, resume and references may be dropped off at the District Attorney's Office and/or mailed to:

Kelsie McDaniel
Union County District Attorney
1104 K Avenue, Second Floor
La Grande, OR 97850

Union County Employment Applications may be found at <http://union-county.org>
EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER