



Washington State Office of Public Defense

Opens: November 23, 2020

Closes: January 2, 2021

Director, Washington State Office of Public Defense **\$130,000 to \$155,000 annually**

Washington State Office of Public Defense
Olympia, Washington
www.opd.wa.gov

About OPD

The Washington State Office of Public Defense (OPD) is an independent judicial branch agency mandated to implement the constitutional and statutory guarantees of counsel and to ensure effective and efficient delivery of indigent defense services funded by the state.

Located near the State Capitol in Olympia, Washington, OPD employs 21 professionals, about half of whom are experienced managing attorneys and social workers who administer client-service contracts, attorney training, and technical assistance statewide. OPD contracts provide representation in indigent criminal appeals, child dependency and termination of parental rights cases and in sex offender civil commitment proceedings. OPD also assists local jurisdictions with local improvement grants under RCW 10.101.

With a nearly \$50 million annual budget appropriated by the Washington Legislature, OPD directly contracts with more than 250 attorneys and social work specialists statewide and engages in ongoing training and quality oversight of the contractors. OPD employees do not directly represent clients.

OPD is dedicated to excellence in client-centered indigent defense. OPD values employees and contractors who bring diverse backgrounds in lived experience, education, employment and community activities.

The OPD Director Position

The Washington Supreme Court appoints the OPD Director from a list of three names submitted by the OPD Advisory Committee, a 13-member committee established by statute to advise the agency, review its budget, make policy recommendations, and review the director's performance.

The OPD Director's statutory duties are established in RCW 2.70.020 and include, among others, the following:

- Administer state-funded contracts for public defense services for
 - Appellate indigent defense
 - Parent representation in dependency and termination of parental rights cases
 - Sex offender civil commitment cases
- Administer local trial court improvement grants under RCW 10.101
- Establish administrative procedures, standards and guidelines for the office's program areas
- Provide oversight and technical assistance to ensure the effective and efficient delivery of services in the office's program areas
- Recommend criteria and standards for determining and verifying indigency
- Collect information regarding indigent defense services funded by the state and report annually to the OPD Advisory Committee, the Legislature and the Supreme Court.

The primary work site is at the OPD office in downtown Olympia, with periodic travel required in Washington State and nationally. The office currently is observing Covid-19 restrictions with some employees working remotely at least several days a week.

The Director position is exempt under the provisions of the Fair Labor Standards Act and is not overtime eligible. The typical workweek is 40 hours, Monday–Friday, 8 a.m. to 5 p.m. Extended and weekend work hours may be required.

Statutory Qualifications

- Licensed to practice law in Washington State for at least five years
- Experienced in providing indigent defense services
- Proven managerial or supervisory experience

Other Qualifications

- Demonstrated commitment to the constitutional and statutory right to counsel and the delivery of high-quality public defense services funded by the state of Washington
- Knowledge of relevant laws and an understanding of public defense in Washington from the perspective of attorneys, legal assistants, social workers, administrators and others currently providing services to indigent clients
- Knowledge of the Parents Representation, Indigent Appellate, and Civil Commitment programs administered by OPD,
- Demonstrated success advocating for public defense funding and other resources with local and state legislators as well as grant-makers
- Experience developing and implementing government agency budgets
- Demonstrated effectiveness as an advocate for public defense reform, including eradication of systemic racism at every level
- Deep commitment to diversity, equity, and inclusiveness in every aspect of the agency's work
- Strong management and communication skills in leading a public agency so that employees feel inspired, valued, heard and informed about the direction of the agency
- Demonstrated ability to collaborate.
- Reputation for integrity
- Demonstrated ability to develop and sustain respectful professional relationships with a diverse community of legislators, local and appellate courts, public defenders, state employees, contractors and others.
- Demonstrated visionary, yet strategic and practical, thinking

- Sound judgment and ability to be decisive.
- Commitment to advancement for employees through access to professional development opportunities

Compensation

\$130,000 to \$155,000 annually, depending on qualifications.

Washington State employees receive a comprehensive benefit package that includes retirement, options for deferred compensation, and a full array of health, dental and life insurance coverage as well as pre-tax flexible spending accounts.

Application Process

Interested applicants who meet the qualifications and competencies in this announcement are encouraged to apply for this opportunity.

The following items are required for your application to be complete:

- Letter of interest
- Current résumé and a list of at least three professional references
- Application for State Jobs (Word File) <https://www.ofm.wa.gov/state-human-resources/hr-forms>

It is preferred applications be emailed to Michele.Young@opd.wa.gov in a PDF format (Word documents are also accepted).

You can also mail your materials to:

Michele Young
Washington State Office of Public Defense
PO Box 40957
Olympia, WA 98504-0957

Faxed copies can be sent to: (360) 586-8165

Applications must be received by January 2, 2020.

The Washington State Office of Public Defense vigorously pursues diversity in the work force. Women, racial and ethnic minorities, persons over 40 years of age, persons of disability, and disabled and Vietnam era veterans are encouraged to apply.