

# Stillwater County Position Announcement

Stillwater County is an Equal Opportunity Employer

**Date:** October 11, 2019  
**Position Title:** Deputy County Attorney - primarily civil  
**Salary:** \$55,000 - \$65,000 per year DOE  
**Department:** County Attorney  
**Hours:** Normal business hours

Accepting Applications until filled. First review after November 1, 2019

See Job Description for Details

**Job Function:** This position is responsible for providing civil and criminal legal services and duties to the various departments of the Stillwater County Government as well as providing legal advice and guidance to the County Commission, Elected Officials, and appointed officials on a regular basis.

**Required Education, Personal Attributes and Experience:** The job requires a Law Degree and being a member in good standing in the Montana Bar, a total of seven years of college instruction with at least three to five years of experience as a criminal/civil practitioner. The job requires the utmost levels of integrity, morality, respect and trustworthiness. Successful candidates must have unwavering ability to conduct themselves above reproach consistent with the trust placed in them by virtue of representing the public.

**Desired:** This position performs legal duties, which require attention to detail, accuracy, and timeliness. Position must adhere to strict standards of confidentiality of information and documentation. Work is performed in an office setting during normal office hours and on a frequent basis appears before the Court or other tribunals on behalf of the County. Travel to Helena or other jurisdictions may be required on County business. Position meets with members of the general public or attorneys at various times relative to criminal and civil matters affecting Stillwater County.

## To Apply:

Submit **County Application, Resume, and references** to Finance and Human Resources Office, Stillwater County Courthouse, PO Box 795, Columbus, MT 59019. **Late, incomplete or unsigned applications will not be considered.** Applications can be found at [www.stillwatercountymt.gov](http://www.stillwatercountymt.gov).

Stillwater County is an Equal Opportunity Employer. Applicants who require special accommodation due to disability should contact the Human Resources Office at 322-8014.