



MICHIGAN INDIGENT DEFENSE COMMISSION

Position Available: Policy Associate (Staff Attorney 15A)
Hourly rate: \$25.45/hour (\$52,936 annually)

Summary

The Michigan Indigent Defense Commission (MIDC) seeks a policy associate to work on projects to improve the legal representation of adults in Michigan facing criminal charges who cannot afford an attorney. The preferred candidate will possess strong writing skills, excellent communication skills, and a knowledge of Michigan's system for providing criminal indigent defense.

Essential Duties and Responsibilities

- The Policy Associate will research best practices for indigent defense delivery systems and assist with the development of policy and position papers to support the work of the Commission.
- The Policy Associate will also assist with researching and drafting white papers and models for standards implementation, including materials, applications and other components for compliance planning.
- Assist criminal defense delivery systems with identifying and collecting data and implementation of data collection systems.
- Apply for and help to administer grants awarded to the MIDC.
- Assist various MIDC staff members with research and other projects.
- Monitor national indigent defense developments and policies.
- Participate in the planning and development of agency projects.

Education and Experience

- Possession of a Juris Doctorate degree from an accredited law school, an advanced degree in Criminology or Public Policy, or a bachelor's degree with suitable experience.
- Ability to manage work on multiple projects effectively and to work both independently and collaboratively;
- Drive to develop creative solutions to address challenges;
- Strong interpersonal and communication skills.

The preferred candidate will have criminal justice research and evaluation experience or a knowledge of Michigan's criminal justice system.

Certificates, Licenses, Registrations

Occasional travel may be required, an individual with a valid driver's license and insured vehicle is preferred.

Work Location:

Lansing, Michigan with occasional travel throughout the state.

To apply:

Electronic submission of application materials is preferred. Cover letter, resume, and relevant writing sample should be e-mailed to: careers@michiganidc.gov with “Policy Associate” in the subject line. If you are unable to submit materials electronically, they may be mailed to the MIDC at 200 N. Washington Sq., 3rd Floor, Lansing, MI 48913.

APPLICATION DEADLINE: June 30, 2017 5:00 PM