



St. Thomas/St. John Division
 3730 Altona – Suite #200
 P.O. Box 6040
 St. Thomas, VI 00804-6040
 Tel (340) 774-8181

**OFFICE OF THE
 TERRITORIAL PUBLIC DEFENDER**
 Government of the U.S. Virgin Islands



St. Croix Division
 RR2 Box 11225
 P.O. Box 2635
 Kingshill, St. Croix
 U.S. Virgin Islands 00850
 Tel (340) 773-6312
 Fax (340) 778-6823

VACANCY NOTICE

POSITION TITLE: **ASSISTANT TERRITORIAL PUBLIC DEFENDER**

LOCATION: **OTPD-ST. CROIX DISTRICT**

POSTING DATE: **AUGUST 3RD – AUGUST 21ST, 2020**

DEADLINE: **FRIDAY, AUGUST 21ST, 2020**

JOB DEFINITION:

The Assistant Territorial Public Defender works under the direction and supervision of the Chief Territorial Public Defender and the Deputy Chief Territorial Public Defender.

DUTIES (not all inclusive):

- Interview clients to determine all relevant facts known to the clients.
- Protect the rights of clients.
- Promptly investigates the facts or cause for the facts of a case to be investigated.
- Research or cause to be researched the applicable laws, cases and statutes applicable to the client’s case.
- Interview witnesses and prepares them when applicable for trial and represent clients in a zealous manner within the bounds of the law.

REQUIRED EDUCATION/EXPERIENCE:

A Jurist Doctorate Degree from an accredited Law School and admission to the Virgin Islands Bar, or Special Admissions in accordance with the Supreme Court of the Virgin Islands Rule (202) with commitment on taking the V.I. Bar Examination

How to Apply:

Submit your resume and cover letter with references attached to: Mr. Norman A. Edwards, Jr., CPM, Administrator, on or before **Friday, August 21st, 2020** via hand-delivery, email (norman.edwards@otpd.vi.gov) or Fax (340)-778-6823. You may also contact Ms. Renelle Stephens, CPM, Asst. Administrator, at (340) 774-8181 ext. 3223 for further details.

Samuel L. Joseph, Esq.
 Chief Territorial Public Defender

Date: 7/31/2020

“Equal Opportunity Employer”