PULAALI'I NIKOLAO PULA
GOVERNOR

PULUMATAALA AE AE, JR.
LT. GOVERNOR

ASAUA FUIMAONO
Public Defender

STANISLAW KRAWIECKI
Assistant Public Defender

JUHYEONG PARK
Assistant Public Defender

FREDERICK J. CASTRO
Assistant Public Defender

OFFICE OF THE PUBLIC DEFENDER
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Telephone: (684) 633-1286 Email: info@pd.as.gov

ASSISTANT PUBLIC DEFENDER

GENERAL DESCRIPTION

We are accepting applications to fill two (2) full-time Assistant Public Defender (APD) positions in the Territory of American Samoa.

The Office of the Public Defender represents indigent clients in felony, misdemeanor, and juvenile proceedings before the High Court and District Court of American Samoa. APDs must maintain regular, meaningful communication with clients, including consistently meeting with them in the courtroom, at the office, and at the correctional facility. We use all the tools of litigation, trial, negotiation, and diversion to assist our clients every day and ensure that their constitutional and statutory rights are protected at all times.

SALARY & BENEFITS OVERVIEW

- $65,000 to $80,000 Annually.
- $1000 Monthly housing allowance.
- $500 Monthly utility allowance.
- $5000 bonus upon satisfactory completion of the first year of a two-year contract.
- $5000 bonus upon satisfactory completion of the second year of a two-year contract.
- Up to $10,000 for student loan repayment assistance through the John R. Justice Grant Program (grant requirement – two (2) year commitment).
- Financial assistance for relocation to American Samoa, including travel for the successful candidate and eligible dependents and limited shipping of personal belongings, subject to prior approval.
- 26 days paid leave annually.
- 13 sick days annually.
- Medical and Dental benefits for employees and dependents through Lyndon B. Johnson Tropical Medical Center or the American Samoa Department of Health.

POSITION

- Full-time, entry-level, and experienced assistant public defender.
- Good organization skills and ability to work efficiently on multiple cases at one time.
- Microsoft Office Excel, Word, and Outlook or Gmail skills.
- Strong conflict resolution skills.
- Analyze all cases, prepare legal arguments and attendant pleadings and/or motions, and interview clients and witnesses in preparation for litigation.

MINIMUM REQUIREMENTS

- Licensed to practice law in any U.S. State or Territory – American Samoa does not administer a bar exam – a law license in good standing in any U.S. jurisdiction is sufficient for local admission.
- Up to two years of experience handling criminal cases is preferred but not required;
- Participation in a law school trial advocacy course or litigation skills program is preferred but not required;
- Participation in a law school clinic or externship in which the applicant was authorized to provide direct representation in litigation to individuals or entities;
- Excellent verbal, computer, and communication skills;
- Demonstrated ability to write clearly and concisely;
- Bilingual skills: English/Tagalog and/or English/Vietnamese helpful but not required;
- Ability and willingness to meet consistently with clients in the courtroom, at the office, and at the correctional facility, including juvenile detention facilities as applicable; and,
- Valid Driver's License.

EMPLOYMENT CLASSIFICATION

- Contractor – Minimum two (2) year term.
- One (1) year term negotiable.

APPLICATION & SELECTION PROCESS

STEP 1 - Initial Interview

Please provide the following to be considered for the position:

- Cover Letter
- Updated resume
- Three (3) professional references (names, phone numbers, email addresses)
- Optional – Written letters of Professional References

Successful candidates will be contacted for an interview

STEP 2 – Offer and Screening Process

Upon a successful interview, the candidate will be required to submit the following:

- Proof of matriculation from an ABA-accredited law school
- Law School Transcripts
- State bar certifications of good standing

Additional documents may be requested to facilitate the hiring process.

If you have any questions or for more details, please get in touch with us via email at info@pd.as.gov or secretaryofamericansamoa@go.as.gov.