

OFFICE OF THE DISTRICT ATTORNEY
DELAWARE COUNTY COURTHOUSE



Assistant District Attorney, Law & Appeals Unit

The Law & Appeals Unit is hiring an experienced assistant district attorney to handle criminal post-conviction matters. The Unit handles all direct criminal appeals, PCRA proceedings, PCRA appeals, and federal habeas cases arising out of the criminal convictions of the County. The employee will report to the Chief of the Unit and will be responsible for overseeing all aspects of assigned cases. Attorneys in the Unit appear in Pennsylvania Superior and Commonwealth Courts, the Pennsylvania Supreme Court, and in the federal Eastern District of Pennsylvania, and Third Circuit Court of Appeals. The selected candidate cannot maintain a private practice. There is no Delaware County residency requirement.

Applicants should possess strong academic credentials, excellent written and oral communication skills, an interest in criminal prosecution, and the organizational skills to manage multiple cases simultaneously. Prior appellate experience is a plus but is not required. This is a full-time position located in Media, PA. Salary will be based on experience.

Examples of Duties:

- Draft Briefs as Appellee on behalf of the Commonwealth
- Conduct oral argument before the appellate courts
- Provide guidance to trial prosecutors on legal questions
- Bring appeals on the behalf of the Commonwealth as appellant

Minimum Experience and Necessary Skills:

- 3 years of litigation experience preferred, with a focus either on criminal law or appellate advocacy
- Excellent verbal and written communication skills
- Significant research skills
- Time management skills with a proven ability to meet deadlines
- Strong analytical and problem-solving skills
- Ability to function well in a high-paced environment
- Proficient with Microsoft Office or related software
- Strong foundation with Pa Rules of Evidence and of Appellate Procedure

How to Apply:

Email a cover letter, resume, and writing sample (no longer than 15 pages) to:
daoappeals@co.delaware.pa.us

