

INVITING APPLICANTS FOR THE POSITION OF:

PART-TIME ASSISTANT PROSECUTOR



**WEST
CARROLLTON**

Position open until filled

More information:
www.westcarrollton.org/jobs
937-847-4634

POSITION OVERVIEW

West Carrollton is seeking an Assistant Prosecutor (Part-Time) to provide legal representation for the City in criminal and traffic cases before the Miamisburg Municipal Court and the West Carrollton Mayor's Court. This position manages assigned cases from the initial review and approval of charges through all phases of prosecution, including pre-trial, trial, and appeal. The Assistant Prosecutor ensures fair and consistent enforcement of state laws and City ordinances, collaborating with law enforcement officers, code enforcement officers, witnesses, victims, and court personnel throughout the judicial process. This is a part-time position, averaging approximately 15-25 hours per week, with scheduling based on court dates and case workload. Private practice attorneys are encouraged to apply.

Visit www.westcarrollton.org/jobs to view the complete position description.

EXPERIENCE AND EDUCATION

The successful candidate will have a law degree from an accredited college or university, and a license to practice law in the State of Ohio, supplemented by a minimum of five years of related experience, or any equivalent combination of education, experience, and training that provides the required knowledge, skills, and abilities. The candidate must be in good standing with the Ohio Bar with no prior discipline.

HOW TO APPLY

Please submit a resume and cover letter via email to:

humanresources@westcarrollton.org

This position is open until filled.

Resumes will be reviewed as they are received. The City of West Carrollton is an equal opportunity employer.

Submissions in response to this recruitment are subject to release and disclosure under the Ohio Public Records Act.

COMPENSATION

Compensation is DOQ. *This position is eligible to participate in the Ohio Public Employees Retirement System (OPERS).*