



STATE OF CALIFORNIA

COMMISSION ON JUDICIAL PERFORMANCE
455 Golden Gate Avenue, Suite 7440 San Francisco, California 94102
(415) 55X-1200 website: www.cjp.ca.gov

JOB ANNOUNCEMENT

POSITION: Investigating Attorney (Senior Attorney III)

SALARY: \$10,273 - \$13,710

JOB ID#: 6212

THE COMMISSION ON JUDICIAL PERFORMANCE

The Commission on Judicial Performance is the independent state agency responsible for investigating complaints of judicial misconduct and for disciplining state court judges.

The Commission on Judicial Performance strives for work-life balance and includes substantial vacation and holiday time. In addition, we offer an excellent benefits package including pension, medical, dental and vision coverage, flexible spending, up to \$130 reimbursement for qualifying commuting costs, and retirement savings plans. In San Francisco, the office is only a 7-minute walk from the Civic Center BART station.

The successful candidate will be expected to work in the San Francisco office. At present, commission employees work remotely two days a week and are in the office three days a week.

RESPONSIBILITIES

This attorney position is responsible for investigating allegations of judicial misconduct and preparing substantive reports to the commission. The attorney is required to conduct careful and complete interviews of potential witnesses; review court files and documents; obtain and preserve other evidence; thoroughly research pertinent law and analyze evidence; and draft clear, concise, and well-organized memoranda.

MINIMUM QUALIFICATIONS

California State Bar membership and a minimum of four years of post-bar experience; outstanding analytical, writing, and research skills; broad and practical knowledge of the law; substantial criminal, civil, and/or appellate experience; mature and sound judgment; ability to set priorities, and handle cases efficiently; work independently, but with close supervision of final work product; and maintain confidentiality and exercise discretion.

TO APPLY

Our official application must be completed thoroughly in order to be considered. In addition, this position requires submission of a resume, a letter expressing your interest in, and highlighting any experience that you deem particularly relevant to this position, and a writing sample of 1,000 words or

fewer. This position will remain open until filled; however, for earliest consideration, please apply by May 14, 2024.

To complete the online application, please visit our website at <https://www.courts.ca.gov/careers> and search for Job ID# 6212.

The Judicial Council provides reasonable accommodation to applicants with disabilities who request such accommodation. Reasonable accommodation needs should be requested through Human Resources at (415) 865-4260. Telecommunications Device for the Deaf (415) 865-4272.

Please note: If you are selected for hire, the Commission on Judicial Performance will require verification of employment eligibility or authorization to work legally in the United States.

PAY AND BENEFITS

Salary range: \$10,273 - \$13,710 per month

The Commission on Judicial Performance offers a comprehensive benefits package that includes:

- Health/Dental/Vision benefits program
- 14 paid holidays per calendar year
- Choice of Annual Leave or Sick/Vacation Leave
- 1 personal holiday per year
- Up to \$130 transit pass subsidy per month
- Pre-Tax Parking Savings Program
- CalPERS Retirement Plan
- 401(k) and 457 deferred compensation plans
- Employee Assistance Program
- Basic Life and AD&D Insurance
- FlexElect Program
- Long Term Disability (employee paid/optional)
- Group Legal Plan (employee paid/optional)

**THE COMMISSION ON JUDICIAL PERFORMANCE IS
AN EQUAL OPPORTUNITY EMPLOYER**