



SUFFOLK COUNTY DISTRICT ATTORNEY'S OFFICE DISTRICT ATTORNEY KEVIN R. HAYDEN

JOB TITLE: Assistant District Attorney in the Special Victims Bureau (SVB) specializing in Sexually Dangerous Persons Cases

REPORTS TO: Chief of SVB

COMPENSATION: starting at \$83,520 in annual salary; commensurate with experience

FLSA STATUS: Full-time/Exempt

CLASSIFICATION: N/A

POSITION PROFILE:

The Suffolk County District Attorney's Office (SCDAO) is seeking a detail-oriented and experienced attorney dedicated to public service, committed to justice and fairness, and passionate about public safety to join its Special Victims Bureau (SVB) as an ADA specializing in Sexually Dangerous Persons cases. This ADA would begin working with an experienced prosecutor and paralegal/coordinator and soon assume the primary responsibility to represent the Commonwealth in petitions for civil commitment of sexually dangerous convicted offenders. The position represents a unique opportunity to develop skills in civil litigation and expert testimony while doing highly meaningful work.

Also, as an Assistant District Attorney of the SVB, they may receive assignments from the units within the Special Victims Bureau including the Domestic Violence and Sexual Assault Unit, Child Protection Team, and the Human Trafficking Unit. All units within the SVB investigate and prosecute some of the most challenging cases handled by the office, and members of these units are committed to resolving them with discretion and compassion for the victims and survivors. Prosecutors, advocates, and investigators assigned to the Special Victims Bureau are dedicated to making the process as safe and streamlined as possible for those who have been victimized. Members of the Special Victims Bureau have fostered important relationships and partnerships with outside agencies and providers, in an effort to get victims, survivors, and their families all of the assistance they may need.

Per SCDAO's vaccine mandate, as a condition of employment, successful applicants will be required to have received COVID-19 vaccination or an approved exemption as of their start date. Details on demonstrating compliance with this requirement will be provided to applicants selected for employment.

ESSENTIAL FUNCTIONS:

- Review histories of convicted sex offenders before their release from custody.
- Make recommendations for further evaluation and whether to seek civil commitment of an offender as a Sexually Dangerous Person within the meaning of G.L. c. 123A, §1.
- Represent the Commonwealth in petitions for civil commitment of Sexually Dangerous Persons in Suffolk Superior Court, including motion practice, pretrial hearings, and jury trials in which the Commonwealth must prove the respondent sexually dangerous beyond a reasonable doubt.
- Work closely with expert witnesses, including Department of Corrections-appointed Qualified Examiners and other professionals.
- Interact with multiple agencies, including the Department of Corrections, Probation Service, Parole Board, and Sex Offender Registry.
- Supervise a paralegal/coordinator and work together on reviews and recommendations.
- Potentially supervise other ADAs who handle individual SDP cases.

OTHER DUTIES:

- Maintain paper and electronic files of all cases.
- Serve as a resource for other prosecutors within the office on issues related to Sexually Dangerous Persons and communicate regularly with prosecutors working on similar cases statewide.
- Stay abreast of relevant statutes, rules and case law; and attend relevant trainings.
- Become familiar with, and follow, SCDAO personnel policies, particularly with regard to confidentiality, sexual harassment, drug-free workplace, and usage of information technology resources.
- Become familiar with, and adhere to, the Massachusetts Rules of Professional Conduct.
- Exercise respectful and professional behavior and communication with the public, other counsel, judicial and law enforcement personnel, and office staff.
- Complete work assignments in a timely, accurate and efficient manner, while mindful of strict court deadlines in c. 123A cases.

SUPERVISORY RESPONSIBILITY:

- Occasional supervision of student interns.

EDUCATION AND EXPERIENCE:**Required:**

- J.D. Degree from an accredited law school and a member of the Massachusetts Bar in good standing;
- Demonstrated commitment to public service and a strong academic record;

- A minimum of two years of experience as a prosecutor or equivalent experience;
- Experience in written and oral advocacy and legal research;
- Ability to handle sensitive and confidential information;
- Capacity for fairness, a strong work ethic, ability to manage a demanding workload, and sound problem-solving and decision-making skills; and
- Knowledge of the criminal standard of proof and ability to learn and follow rules of civil procedure as well as rules unique to c. 123A cases.
- Criminal and/or civil litigation experience.

Preferred:

- Knowledge or background in mental health, sex offender treatment and behavior, corrections, or similar field.
- Fluency or Conversational Abilities in Spanish, Haitian Creole, Mandarin or Cantonese Chinese, Portuguese, or Cape Verdean Creole.

PHYSICAL DEMANDS:

- Ability to sit and stand for extended periods of time.
- Ability to lift boxes weighing 10-20 pounds.

TRAVEL: Occasional travel to DOC facilities within eastern Massachusetts.

EEO STATEMENT:

The SCDAO is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law.