



SACRAMENTO
COUNTY

**CONFLICT
CRIMINAL
DEFENDER**





THE COMMUNITY

Sacramento County covers 984 square miles and is home to the California state capital, 1.5 million residents, and seven incorporated cities: Citrus Heights, Elk Grove, Folsom, Galt, Isleton, Rancho Cordova, and Sacramento. The population of Sacramento County's unincorporated area is approximately 600,000.

Residents in Sacramento County have a variety of recreational, dining and entertainment options to choose from. The County is home to more than 15,000 acres of park, plus the 23-mile American River Parkway, where more than five million visitors enjoy the unique wildlife and recreation area annually. Fishing, boating and rafting opportunities are available to water enthusiasts, and picnic sites, golfing, guided natural and historic tours are steps away from the multi-use trail. With its close vicinity to local agriculture, County residents also have an extraordinary selection of local food, wines and beers.

Sacramento County is a metropolitan area with a skilled workforce, high graduation rates and college-educated residents. The County is a leader in the 21st century economy with growing advanced manufacturing, agriculture and food, clean energy technology, information and communications technology and life sciences.

COUNTY GOVERNMENT

The County of Sacramento was incorporated in 1850 in response to the needs of a growing population and was one of the original 27 counties of California. In 1933, the Sacramento County Charter was established, along with the County Executive position.

The County is governed by five members of the Sacramento County Board of Supervisors, elected on a non-partisan basis to serve staggered four-year terms, each representing one of the five districts. The County Executive is responsible to the Board for planning, organizing and directing County activities. Other elected officials include the Assessor, District Attorney and the Sheriff.

In 1972, an amendment to the County Charter was implemented to organize the County on an agency basis for more effective administration of functions for which the County Executive is responsible to the Board of Supervisors. Approved by the electorate, the amendment established agency heads to groups of County Departments. The four agencies within the County, which report to the County Executive, are Administrative Services, Community Services, Public Safety & Justice, and Health and Human Services. Sacramento County has more than 30 departments and offices that provide services to County residents.

The County is responsible, pursuant to the County Charter or ordinances, or by state or federal mandate, to provide health and welfare, criminal justice and municipal services (including law enforcement), as well as other services to County residents. Major services include the Airport System, Animal Care Services, Clerk Recorder, Criminal Justice, Health and Welfare, Property Tax System, Regional Parks, Transportation, Waste Management and Recycling, Voter Registration and Water Resources.

The County's Approved Fiscal Year (FY) 2025-26 Budget is approximately \$9.2 billion, and there are more than 12,800 full-time employee positions.

THE OFFICE

The Sacramento County Conflict Criminal Defender (CCD) provides management of court-appointed, private counsel who provide legal representation to persons charged with criminal conduct who are financially unable to retain counsel. The Sacramento Superior Court appoints Conflict Criminal Defenders when the Public Defender cannot provide representation because of a conflict of interest or is unable to represent the individual for various reasons.

The Conflict Criminal Defender provides management of the representation to indigent clients by assigning private attorneys, many of whom have experience as former Assistant Public Defenders or Deputy District Attorneys.

The principal objective of Conflict Criminal Defenders is to provide constitutionally required, efficient, and effective criminal defense services to court-appointed clients.

THE POSITION

Sacramento County is seeking an experienced attorney to lead its Conflict Criminal Defenders.

The Conflict Criminal Defender will be responsible for the following essential duties:

- Administer a program to provide legal representation, upon court appointment and without expense to the defendant, to any person who is not financially able to employ counsel and who is charged with the commission of any contempt or offense triable in the Sacramento Superior Court at all stages of the proceedings, including persons who are required to have counsel pursuant to Penal Code Section 686.1.
- Initiate, update, prepare, and submit budget data for the appropriate budget unit as needed or as requested to ensure adequate submission of funding requests of Conflict Criminal Defenders.
- Monitor and review all claims for fees submitted from attorneys assigned to represent Conflict Criminal Defender clients, and ancillary service providers retained to provide services to Conflict Criminal Defender clients.
- Provide written reports and data as needed and/or as requested.
- Provide direction to administrative support staff.
- Establish public confidence in the ability to deliver professional indigent defense services and maintain cooperative relationship with the courts, county administration and other officials and agencies.
- Fulfill all department director-level responsibilities as directed by and required by Sacramento County, and as needed, to effectively administer the Office.



THE IDEAL CANDIDATE

The ideal candidate will possess the following attributes:

- Have extensive, in-depth management experience in the provision of legal services, or similar related experience
- Have knowledge of:
 - Principles and procedures of criminal law, particularly as related to the defense of court-appointed clients
 - Principles, methods, and practices of legal research and investigation
 - Judicial procedures and the rules of evidence
 - Pleadings and practices and effective techniques in the presentation of criminal court cases
 - State and federal laws and constitutional provisions affecting indigent defense from pre-trial through appeal
 - Governmental budget practices and management
- Exemplify personal integrity, skilled at building professional relationships, have exceptional interpersonal and communication skills and leads by example
- Be an innovative and creative leader who challenges the status quo to seek operational efficiencies and enhance organizational culture
- Be a hands-on, strategic manager who has proven leadership ability to effectively manage programs towards established goals
- Be a seasoned manager who promotes accountability and teamwork while cultivating an environment of mutual respect
- Promotes a diverse and inclusive workplace
- Be personable and approachable and work well with individuals at all levels of the organization
- Have outstanding customer service skills





COMPENSATION

The Conflict Criminal Defender contractor will enter into a service contract with the County of Sacramento and will not be hired nor working as a County employee. The County will supply office space and administrative staff. Remote work options may be negotiated as appropriate.

The contracted base compensation is planned for \$223,000 to \$311,000 annually but is open to negotiations depending on qualifications and experience.

HOW TO APPLY

To be considered for this opportunity, please create an account with OpenGov and apply online at <https://procurement.opengov.com/portal/saccounty/projects/220729>. All materials must be submitted by **January 12, 2026 at 5:00 p.m.** The most qualified candidates will be invited to participate in the interview and selection process. The County is tentatively holding the week of **February 2, 2026** for interviews.

For questions regarding the application and selection process, please contact Laura Foster, CEO Management Analyst II, at FosterL@saccounty.gov.

Sacramento County is about enriching communities to thrive. We strive to create inclusive workplaces that reflect the communities we serve. We value and celebrate the unique perspectives, backgrounds, abilities, and diverse dimensions of our employees and residents. Through transparency, courage, innovation, and trust we are committed to advance equity and transformational change.

We are a proud equal opportunity employer. If you need assistance or an accommodation due to a disability for any phase of the selection process, please contact our Disability Compliance Office at dco@saccounty.gov or 916-874-7642, CA Relay 711.