



OFFICE OF COURT ADMINISTRATION

JOB VACANCY NOTICE

Posting Date: October 5, 2021

Job Listing Identification Number: 14852000

State Job Title: Program Specialist VI

Agency Job Title: Senior Policy Analyst

Monthly Salary Range: \$5,833.34- \$6,666.67

Remarks: *Position funded for one year with the possibility of extension.* Salary commensurate with experience.

Closing Date: Until Filled

State Class. No. and Salary Group: 1574/B21

FLSA Status: Exempt Non-Exempt

Location: Austin, Texas

Type of Job: Full Time Part Time

Travel Required: Yes 30% No



TIDC funds, oversees, and improves Texas public defense. Here is some of the work we do:

- Planning and funding new public defender and managed assigned counsel offices.
- Funding public defense in all 254 Texas counties.
- Funding 6 innocence projects.
- Monitoring compliance with state laws and TIDC rules.
- Collecting and sharing public defense data.
- Drafting and testifying on public defense legislation.
- Hosting trainings, conferences, and webinars.

- Drafting and disseminating public defense publications.
- Working with lawyers, judges, counties, state agencies, and national organizations to shape the future of Texas public defense.

Last year, TIDC awarded over \$35 million in public defense funding, added public defender offices in 10 counties, monitored public defense in 32 counties, trained over 3,000 people, launched a new data portal, and released a major publication on public defender offices. Learn more at tidc.texas.gov.

Job Description:

This position is for one year, with the possibility of extension, depending on need and available funding.

As the TIDC Operation Lone Star Senior Policy Analyst, you will help ensure timely, quality indigent defense representation in Operation Lone Star (OLS) cases. You will coordinate with multiple state agencies, county agencies, and nonprofits for operations planning and implementation. You will share data, knowledge, and challenges related to OLS. You will update TIDC staff and board members regarding the number and location of OLS arrests, OLS-related appointment rates, indigent defense provider statuses, caseloads, systems for attorney-client communication, and case dispositions. You will help identify and address obstacles to effective, efficient representation in OLS cases.

You will be responsible for the policy work on TIDC's planning, implementation, oversight, and review of the provision of counsel to individuals arrested under Operation Lone Star, including performing advanced (senior-level) consultative services and technical assistance work. Work involves planning, developing, and implementing this major agency program and providing consultative services and technical assistance to program staff, government agencies, community organizations, and the public. You will work under minimal supervision, with considerable latitude for the use of initiative and independent judgment.

Operation Lone Star:

Responding to a rise in illegal immigration, Governor Abbott launched Operation Lone Star (OLS) in March 2021. In May, the Governor declared a disaster area that now includes 43 border counties. The Governor also deployed over 1,000 Department of Public Safety (DPS) officers to the border, directing them to "use available resources to enforce all applicable federal and state laws to prevent the criminal activity along the border, including criminal trespassing, smuggling, and human trafficking, and to assist Texas counties in their efforts to address those criminal activities."

DPS now averages 30 to 40 OLS arrests per day, mostly for criminal trespass. To date, over 1,000 persons have been arrested in Val Verde and Kinney Counties, with a smaller number of OLS arrests in surrounding counties. The number of arrests may rise to 200 per day in the coming months. Most arrestees are indigent and are held in the Briscoe or Segovia Units of the Texas Department of Criminal Justice (TDCJ). The Texas Indigent Defense Commission (TIDC) has designated the Lubbock Private Defender Office (LPDO) as the indigent defense hub for Operation Lone Star. The candidate will work closely with TIDC and LPDO staff.

Essential Job Functions:

- Overseeing the defense function for Operation Lone Star
- Consulting with high-level state and county officials about Operation Lone Star implementation

- Ensuring that indigent defense providers have access to investigators, interpreters, *Padilla* attorneys, and other resources to guarantee constitutionally compliant representation
- Providing technical assistance to counties to ensure compliance with the Fair Defense Act, including updating indigent defense plans
- Training attorneys, judges, and court personnel on public defense best practices
- Resolving problems related to Operation Lone Star implementation
- Performing other tasks to monitor or improve Texas public defense related to Operation Lone Star
- Performing related work as assigned and complies with all OCA and TIDC policies

Minimum Qualifications [Applicants selected for interview will be required to submit a writing sample]:

- Graduation from an accredited four-year college or university.
- Two years of graduate studies in law, public policy, or related field.
- Five years' experience in public defense or public policy.
- Experience in public defense representation or policy.
- Knowledge of local, state, and federal laws relating to public defense.
- Skill in conducting legal research.
- Superior written and oral communications skills.
- Skill in use of Microsoft Office applications.
- Strong desire to improve Texas public defense.

Preferred Qualifications:

- Doctor of Jurisprudence.
- Extensive experience in public defense or public policy.
- Leadership skills.

Note:

The following Military Occupation Specialty (MOS) codes are generally applicable to this position. Applicants must fully complete the summary of military experience applicable to the position to determine if minimum qualifications are met.

59A, 30, OS, 641X, 0205, 0640, 86MO

Additional Military Crosswalk information can be accessed at

http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_ProgramManagement.pdf

To Apply:

All applications for employment with the Office of Court Administration must be submitted electronically through www.WorkinTexas.com. Applications must be complete, including start and end dates of work experiences. Following a screening of applications, interviews of qualified applicants who have submitted a **completed state application** will be scheduled. Only applicants interviewed will be notified of their selection or non-selection.

An applicant's response to the question regarding Former Foster Youth on the state application is optional if you are applying for employment with the Office of Court Administration.

The Office of Court Administration is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in employment or in the provision of services. In compliance with the Americans with Disabilities Act, any request for reasonable accommodations needed during the application process should be communicated to Human Resources. 1-800-RELAY TX (for hearing impaired).

The Office of Court Administration participates in E-Verify and will provide the Social Security Administration, and, if necessary, the Department of Homeland Security, with information from each new employee's Form I-9 to confirm work authorization.

Section 651.005 of the Government Code requires males, ages 18 through 25, to provide proof of their Selective Service registration or of their exemption from the requirement as a condition of state employment.