

Assistant County Attorney – CPS Division

Assistant County Attorney - The Montgomery County Attorney's office is seeking an experienced attorney for its Children's Protective Services Division (CPS). The attorney will be part of a team consisting of two other attorneys, two paralegals, and a clerk. These civil suits involve cases in which parental rights may be terminated, suits in which children are placed for adoption, and other suits that affect the custody of children.

This position interacts routinely with legal professionals in CPS, family law attorneys, law enforcement investigators, medical professionals, licensed professional counselors and therapists, and Court Appointed Special Advocates (CASA). The duties for this position include analyzing cases for sufficiency of evidence, drafting pleadings, motions, and court orders, maintaining case dockets and files, and all aspects of preparing cases for trial. There are significant courtroom opportunities to participate in hearings, bench trials and jury trials.

The ideal candidate should have strong writing, research, organizational, and communication skills. The candidate must be able to prioritize multiple tasks, work efficiently within time constraints and deadlines, and handle stressful situations. Additionally, strong interpersonal skills and the ability to work in a team environment are essential.

Law Review or Journal experience is a plus, as is mock trial experience. Family law and courtroom experience is an additional plus. The applicant must currently be licensed to practice law in Texas and be a member in good standing of the State Bar.

Salary is dependent on experience (\$71k to \$77k). The County also provides excellent retirement and health insurance benefits, State Bar and TDCAA dues, continuing legal education, and free covered parking.

In total, the Montgomery County Attorney's office has 5 divisions (CPS, Juvenile Prosecution, Real Estate, Litigation, and Government Affairs) and has a staff of approximately 30, including lawyers, an administrative manager, legal support staff, a victim assistance coordinator, and investigators. The office serves as the chief legal advisor for the county government, which includes over 2,200 employees. **For additional information about the Montgomery County Attorney's office, please visit our website at www.mctxcao.org.**

The Montgomery County Attorney's office is located in downtown Conroe, Texas, approximately 40 miles north of Houston and less than 10 miles north of The Woodlands. The county is one of the fastest growing in the state, and it has a current population of approximately 560,000.

To apply, please email all of the following to Natalie.Laurent@mctx.org:

- Cover letter explaining why you think you are an ideal candidate for this position
- Resume
- Three (3) references (briefly state how the reference knows you)

Montgomery County is an Equal Opportunity Employer that does not discriminate on the basis of race, color, age, sex, religion, disability, or national origin.