



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

ADVOCACY ATTORNEY III

Job Number: 21005952

Job Code: 98320V260801

Job Group: 9800 - LAW

Job Established: 08/01/2026

Job Revised:

Grade: 18 Salary (MIN - MID):

\$33,091-\$49,637 - Hourly

\$5,377.30-\$8,066.02 - 37.5 Hr. Monthly Salary

\$5,735.78-\$8,603.76 - 40 Hr. Monthly Salary

Special Entrance Rate:

\$38.164 - Hourly

\$6,201.66 - 37.5 Hr. Monthly Salary

\$6,615.10 - 40 Hr. Monthly Salary

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Provides legal representation for clients and performs a variety of legal services within the Department of Public Advocacy. Handles cases involving complex factual and legal issues requiring extensive evidence review, investigation, and independent judgement; performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

See Special Requirements.

EXPERIENCE, TRAINING, OR SKILLS:

Must have two years experience as a licensed attorney in the practice of law.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must be admitted to practice law and in good standing in the Commonwealth of Kentucky OR comply with Kentucky Supreme Court Rule (SCR) 2.111 (limited certification of admission to practice), SCR 2.112 (attorney participants in defender or legal services programs), SCR 2.117 (practice pending admission). Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this job classification. Employees are required to maintain all licenses, certifications,

and credentials necessary to perform the duties of the position and must immediately notify the employing agency of any lapse, suspension, revocation, or restriction.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Provides complex legal representation and related services to assigned clients within the Department of Public Advocacy. Provides advanced legal representation to clients in courts and other legal forums where matters involve complex factual issues and legal issues involving extensive evidence and investigation. Conducts advanced legal research; analyzes complex legal and factual issues; manages complex investigations; interviews clients and relevant parties; reviews records and evidence; and develops strategy for cases. Prepares motions, pleadings, briefs, petitions, legal memoranda, and other legal documents. Prepares for and participates in trials, evidentiary hearings, oral arguments, mediations, and other case-related proceedings. Presents evidence, examines witnesses, negotiates, and advocates on behalf of clients. Advises clients regarding legal rights, case strategy, outcomes, and alternatives. Collaborates with investigators, mitigation specialists, social workers, alternative sentencing workers, paralegals, experts, and other professionals in the delivery of legal services. Participates in and provides required training and professional development activities and collaborates with other attorneys on complex litigation to maintain and enhance legal knowledge and advocacy skills.

UNIQUE PHYSICAL REQUIREMENTS:

Any unique physical requirements necessary to perform the duties of a specific position will be listed on the individual position description, if applicable.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Duties are performed primarily in an office and courtroom setting but may include visits with clients within detention facilities. Travel is required.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to maintain a valid driver's license and may be required to drive a licensed vehicle. This status may be necessary for the length of time in this job classification. If this is necessary, it will be listed in the specific position description for the position at issue. Applicants and employees in this job classification may be required to submit to a drug- screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.