

**STATE OF WASHINGTON
OFFICE OF PUBLIC DEFENSE
711 South Capitol Way, Suite 106,
Olympia, Washington 98504-0957**

**Request for Qualifications
RFQ25005
Attorney Representation for Indigent Clients on Appeal**

The Washington State Office of Public Defense (OPD) Appellate Program provides state funded attorney representation to indigent clients with a right to counsel at State expense before the Washington State Court of Appeals and the Washington State Supreme Court.

OPD seeks to fill four contracts for representation in Divisions II and III of the Washington State Court of Appeals, beginning **August 1, 2024**. OPD will consider part-time, full-time, and multi-attorney proposals. The caseload for a full-time appellate contract is 36 weighted cases per year. Attorneys with criminal law or dependency and termination experience are encouraged to apply.

Annual compensation for a full-time caseload is \$173,616. Part-time contracts are pro-rated based on the percentage of a full-time caseload. Contractors are responsible for all overhead such as support staff, rent, and other costs of doing business. However, a pro-rated stipend is included for contractors who elect to maintain at least one-quarter support staff per full-time attorney.

Minimum Qualifications

A qualified applicant must:

- Be a licensed member of good standing with the Washington State Bar
- Meet Washington State Supreme Court Standard for Indigent Defense 14.3 Appellate Representation
- Demonstrate a commitment to indigent defense
- Possess experience or interest in how race, gender, national origin, disability, and class intersect to create disparities for individuals experiencing state intervention in their lives, and a willingness to challenge the State on issues of bias and prejudice.
- Provide representation with energy, enthusiasm and a commitment to trauma-informed, anti-racist, intersectional, non-judgmental advocacy throughout the case
- Be familiar with appellate procedure in the State of Washington
- Demonstrate skill at spotting appellate issues in a case file
- Be responsive to and communicate clearly with clients who are often under great stress

Preferred qualifications

- Provide a Washington State Court of Appeals or Washington State Supreme Court brief writing sample
- Have substantial experience in the Washington State appellate courts

Application Procedure

Applications will be accepted until the positions are filled. To apply, email a letter of interest identifying your qualifications, a resume, and a writing sample. In the letter of interest, applicants should include:

- A description of any current public defense contracts as well as existing caseload, specifying the number and type of cases currently carried;
- A description of any previous work the applicant has provided to OPD as a contractor or employee of an OPD contractor;
- A summary of the applicant's experience in the following case types: Criminal, juvenile offender, involuntary civil commitment, and dependency and termination; and
- The applicant's desired appellate caseload and which divisions of the Court of Appeals the applicant is willing to accept appellate assignments from.

Email Materials to:

Debbie Coplen - Program Assistant

Debbie.Coplen@opd.wa.gov

Please address any questions to Debbie Coplen at the above email address.

OPD reserves the right to amend this Request for Qualifications and reserves the right to refrain from contracting with any and all applicants. This Request for Qualifications does not obligate the state of Washington or OPD to contract for the services specified here.

The Washington State Office of Public Defense vigorously pursues diversity in the work force. Women, racial and ethnic minorities, persons over 40 years of age, persons of disability, and disabled and Vietnam era veterans are encouraged to apply.