



**Marion County Prosecutor's Office**  
*Ryan Mears, Prosecutor*

**JOB TITLE:** Deputy Prosecutor

**APPLICATION PERIOD:** Applications accepted on a rolling basis.

**COMPENSATION:** Entry-level Deputy Prosecutor's starting salary is \$60,000 plus benefits.

**TO APPLY:** Please send a cover letter and resume VIA EMAIL to [MCPOlegal@indy.gov](mailto:MCPOlegal@indy.gov). Only complete applications are reviewed. Please be prepared to provide professional references upon request.

Cover letters should be addressed to:

Deputy Prosecutor Lindsey Corbitt  
Director of Recruitment, Development, and Internships  
Marion County Prosecutor's Office  
251 E. Ohio St., Ste. 160  
Indianapolis, IN 46204

**POSITION PROFILE:** The Marion County Prosecutor's Office seeks attorneys dedicated to public service, public safety, and fairness and justice for all who come into contact with the criminal justice system. Deputy Prosecutors carry a diverse caseload and appear on behalf of the State of Indiana in all Marion County Criminal Court proceedings.

An entry level Deputy Prosecutor is first assigned to the Misdemeanor and Level 6 Felony Courts or to the Juvenile Court. Deputy Prosecutors may be promoted to serve in the Marion County Major Felony Courts, where the most serious felonies are prosecuted. Our agency also has many specialized Deputy Prosecutor positions for those individuals who gain courtroom and litigation experience, including the prosecution of sex crimes and domestic violence, violent crimes involving firearms, white collar crime, as well as embedded roles within IMPD Districts, community-based crime prevention programming, and post-conviction relief and expungement reviews.

**ESSENTIAL FUNCTIONS:**

- Represent the State of Indiana in all stages of criminal prosecution in Marion County Criminal and Juvenile Courts. This includes, but is not limited to:
  - Review evidentiary and forensic reports, identify and interview victims and witnesses, prepare discovery, and provide discovery to defense counsel;
  - Litigating evidentiary and nonevidentiary motions;

- Review case files, applicable statutes and case law, victim information and input, and determine an appropriate recommendation for case resolution;
- Handling jury trials and court trials;
- Work closely with Victim Advocates from the Marion County Prosecutor's Office, members of local, State, and Federal law enforcement, court personnel, and defense counsel to ensure a just and fair process that balances public safety and the well-being of victims and communities we serve.
- Understand applicable rules, laws, and guidelines, including the Indiana Rules of Criminal Procedure, Indiana Rules of Trial Procedure, Rules of Professional Conduct and the Victims' Bill of Rights.

**AGENCY EXPECTATIONS:**

- Follow the Marion County Prosecutor's personnel policies, particularly with regard to confidentiality, sexual harassment, and usage of information technology resources.
- Maintain respectful and professional behavior and communication with the public, judicial and law enforcement personnel, and office staff.
- Complete work assignments and communicate with victims and witnesses in a timely, accurate, and efficient manner.
- Attend trainings as directed.
- Other related duties as assigned.

**EDUCATION AND EXPERIENCE:**

- J.D. Degree from an accredited law school and a member of good standing of the Indiana bar (or have a pending application);
- Demonstrated commitment to public service and a strong academic record;
- Academic coursework or related work experience demonstrating a sincere interest in trial advocacy;
- Commitment for fairness and capacity for a strong work ethic, ability to manage a highly demanding workload, and sound problem-solving and decision-making skills; and
- Prior work experience in criminal law, in the form of a clerkship, paid employment, or internship, is preferred but not required.

**SUPERVISORY RESPONSIBILITY:** Occasional supervision of student interns.

**EEO STATEMENT:** It is the policy of the Marion County Prosecutor's Office to provide equal opportunity in employment to all employees and applicants for employment. No person is to be discriminated against in employment because of race, color, sex, religion, age, national origin, disability, sexual orientation, gender identity, genetic information or veteran status. We seek to recruit talented employees representing diverse backgrounds and perspectives to serve as advocates for our community, and we invite all qualified applicants to apply.