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Criminal Law Associate Attorney Position

Appellate Defenders, Inc. (ADI) is hiring a full-time criminal law associate attorney. The associate attorney is a two-year position with a primary focus on direct representation.

Join us in the rewarding work of representing indigent parties in the California Court of Appeal and supporting dedicated attorneys who are appointed by the appellate courts.

ADI is a non-profit law office that also acts as an administrator under the Rules of Court, rule 8.300(e) for the Fourth Appellate District Court of Appeal.

We offer a collegial, collaborative, and committed environment with attorneys who are dedicated to improving the quality of indigent appellate representation in California. We encourage and support our attorneys with a hybrid work environment, allowing for work on and offsite, with flexibility at heart.

Primary Responsibilities

- Direct representation to indigent clients whose criminal cases are in the Fourth Appellate District including, but not limited to:
 - Review of trial transcripts, identifying issues, conducting legal research;
 - Communicating with the client at every stage of the appeal;
 - Drafting appellate briefs, petitions, and writs; and
 - Representing clients at oral argument.
- Other supporting duties such as criminal attorney of the day, screening of notices of appeal, etc. may be assigned.

Job Prerequisites

- J.D. and licensed to practice law in California.
- Demonstrated interest in representing indigent parties.
- Criminal law experience. This position is intended for an attorney in their early stages of appellate practice roughly one (1) to five (5) years of appellate experience.
- Strong research and writing skills.

- Respectful and professional communication with colleagues, support staff, panel attorneys, court personnel, opposing counsel, trial attorneys, and clients.
- Ability to manage a wide variety of projects with attention to detail and timely compliance with deadlines.
- Proficient in Microsoft Word, Adobe Acrobat, electronic transcripts, and the ability to troubleshoot and resolve basic technology problems.
- Applicants must reside within California, southern California preferred.

Additional Posting Information

The ADI office is located in downtown San Diego. ADI offers flexible, hybrid work schedules. ADI holds an in-person staff meeting once every other month. This is a full-time position.

Start date is flexible, Fall of 2026. The salary range for the associate attorney position is \$110,000 – 115,000. The actual compensation offered to a candidate will depend on a variety of factors, including, but not limited to, the candidate's years of relevant experience, qualifications, and other job-related factors, consistent with all applicable laws. ADI offers a robust benefits package. Applicants must reside in California. Southern California is preferred.

To apply, submit your cover letter, resume, and two writing samples (opening briefs or writs preferred) to Lynelle Hee at ikh@adi-sandiego.com. In your cover letter, please describe your interest and qualifications for the associate attorney position, including your practice areas, seminars presented, articles written, etc.

Application Deadline: Applications will be reviewed on a rolling basis. Position open until filled.

ADI is an equal opportunity employer.