

## APPELLATE ATTORNEY EVALUATION

### LEGAL SKILLS

1. Identifies potential legal issues in the appeal record.
2. Writes clearly, concisely, and persuasively.
3. Effectively selects (and discards) potential issues in order to present a coherent and persuasive argument on appeal.
4. Presents effective oral argument.
5. Preserves issues for federal appellate or habeas corpus review and pursues those options if appropriate.
6. Responds to requests for legal research, documents, etc., from field offices in a timely and helpful manner.
7. Participates in attorney training and alerts field staff to new legal developments, including via the listserve.
8. Identifies alternatives and suggests these to clients if it appears that an appeal will be unavailing or counterproductive.
9. Demonstrates ability to do effective research using legal and other sources.
10. Persuasively sets out the theory of the case in statement of facts.
11. Creatively raises coherent legal arguments.

### PROFESSIONALISM

1. Demonstrates professional demeanor.
2. Well prepared for courtroom appearances.
3. Maintains reputation for credibility and ethical conduct.
4. Represents the Office of the Defender General with zeal and dignity.
5. Able to establish and maintain effective working relationships.
6. Cooperates with others in the office and is willing to handle emergencies and help co-workers.
7. Works efficiently to meet deadlines and handle caseload.
8. Delegates work appropriately to staff.

### CLIENT RELATIONSHIP

1. Keeps clients informed of developments in appeals.
2. Responds to client telephone calls and correspondence in a timely fashion.