

## ATTORNEY EVALUATION – PRISONERS’ RIGHTS OFFICE

### MOTIONS/LAW

1. Demonstrates knowledge of the Rules of Civil Procedure.
2. Demonstrates knowledge of criminal and post-conviction relief law.
3. Files appropriate motions.
4. Demonstrates knowledge of administrative law.
5. Demonstrates knowledge of substantive legal issues.
6. Appropriately prepares for hearings.

### COURTROOM SKILL

1. Effectively presents the plaintiff/petitioner/prisoner’s theory.
2. Opening argument is persuasive.
3. Demonstrates ability to effectively cross-examine state’s lay witnesses.
4. Demonstrates ability to effectively cross-examine state’s expert witnesses.
5. Demonstrates ability to conduct effective direct examination of plaintiff’s witnesses.
6. Demonstrates knowledge of the Rules of Evidence.
7. Demonstrates ability to think on his/her feet.
8. Closing arguments effectively present the defense theory and counter the prosecution’s theory.

### CASE SETTLEMENT

1. Negotiates best dispositions for each client.
2. Is well prepared to negotiate case settlements.

### PROFESSIONALISM

1. Demonstrates professional demeanor.
2. Well prepared for courtroom appearances.
3. Maintains reputation for credibility and ethical conduct.
4. Represents the Prisoners’ Rights Office 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. Is responsive to client needs and regularly informs clients about his/her case.
2. Demonstrates paramount concern for the legal rights of his/her client.
3. Ensures client understands his/her case, available options, and any offers from the State.
4. Ability to consider and identify interpersonal problems facing clients, such as learning disabilities substance abuse issues and psychiatric needs, and how those problems may affect cases.