

**HIRING INFORMATION FOR
THE MASSACHUSETTS DISTRICT ATTORNEYS OFFICES**

Updated 7/10

COUNTY	APPLICATION MATERIALS	WHEN TO APPLY	INTERVIEW PROCESS	SALARY
<p>BARNSTABLE COUNTY</p> <p>See Cape and Islands District.</p>				
<p>BERKSHIRE COUNTY</p> <p>Send to: David F. Capeless, District Attorney Attn: Kelly Kemp 7 North Street P.O. Box 1969 Pittsfield, MA 01202-1969</p> <p>Contact: Kelly Kemp Tel: 413-443-5951 Fax: 413-499-6349</p>	<ul style="list-style-type: none"> - cover letter - resume - writing sample (no more than 10 pages) - list of at least 3 references 	<p>Apply late winter/spring of 3rd year. Hiring is contingent on being admitted to the Bar or Rule 303 certified.</p>	<p>2 to 3 stages of interviews with ADAs. DA makes final hiring decision.</p>	<p>\$40,000</p>
<p>BRISTOL COUNTY</p> <p>Send to: Lisa Kaminski Chief of Staff Office of the District Attorney 888 Purchase Street, 5th Floor New Bedford, MA 02740</p> <p>Contact: Lisa Kaminski Tel: 508-997-0711 (main office) Fax: 508-997-0396</p> <p>Web: www.bristollda.com</p>	<ul style="list-style-type: none"> - cover letter - resume - references - writing sample (for Appellate Division only) 	<p>Apply year-round.</p>	<p>First interview with panel; second interview with DA.</p>	<p>\$37,500</p>

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<p>CAPE & ISLANDS DISTRICT (BARNSTABLE, DUKES, AND NANTUCKET COUNTIES)</p> <p>Send to: Michael O’Keefe, District Attorney c/o Michael Trudeau, First Assistant District Attorney 3231 Main Street P. O. Box 455 Barnstable, MA 02630</p> <p>Contact: Michael Trudeau, First Assistant DA Tel: 508-362-8113 Fax: 508-362-8221 CapeDA@massmail.state.ma.us</p> <p>Web: http://www.mass.gov/da/cape/</p>	<p>- Cover Letter - Resume</p>	<p>*No current openings but office will offer informational interview for candidates of (mutual) interest. May inquire at any time.</p>	<p>1st interview is with a panel of attorneys. There may be a follow up panel interview. A short list of finalists is then submitted to the DA for a final interview.</p>	<p>\$37,500</p>
<p>DUKES COUNTY</p> <p>See Cape & Islands District</p>				
<p>ESSEX COUNTY</p> <p>Send to: Mary-Alice Doyle Deputy First Assistant Essex District Attorney’s Office 10 Federal Street Salem, MA 01970</p> <p>Contact: Karen Dawley Tel: 978-745-6610, x 5129 Fax: 978-745-0748</p> <p>Web: http://www.mass.gov/da/essex/</p>	<p>- Cover Letter - Resume (Note: Applicant will be asked to bring a writing sample with him/her to the first (of three) interviews.)</p>	<p>Apply at graduation. Hiring contingent upon passing the Bar exam. (Note: Office doesn’t have a regular hiring season – hires to fill vacancies.)</p> <p>District Attorney Jonathan Blodgett encourages students of color to apply.</p>	<p>1st interview with an ADA, 2nd interview with a 3-person panel, 3rd interview with the DA.</p>	<p>\$37,500 and 2 year commitment</p>

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FRANKLIN COUNTY See Northwestern District				
HAMPDEN COUNTY Send to: William M. Bennett, District Attorney Hall of Justice 50 State Street Springfield, MA 01103 Contact: Linda Desrosiers District Attorney's Assistant Tel: 413-747-1010 (direct dial) 413-747-1000 (main number) Fax: 413-781-4745	- Cover Letter - Resume	Apply anytime, but it is best to apply after the Bar exam. A new DA will assume control in January, 2011, so should call to inquire about vacancies then.	1 st interview with a committee of 2-4 ADAs, 2 nd interview with the DA	\$37,500
HAMPSHIRE COUNTY See Northwestern District.				
MIDDLESEX COUNTY Send to: Patricia Gould Director of District Courts, Prevention & Programs Middlesex District Attorney's Office 15 Commonwealth Avenue Woburn, MA 01801 Contact: Patricia Gould Tel: 781-897-8320 (direct line) 781-897-8300 Fax: 781-897-8319 Web: www.middlesexda.com	- Application Form (posted on website) - Cover Letter - Resume - Writing Sample - 3 References	Apply in the fall of 3 rd year.	There are up to 3 rounds of interviews.	\$37,500
NANTUCKET COUNTY See Cape & Islands District				

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<p>NORFOLK COUNTY</p> <p>Send to: Anne Fratalia Executive Assistant 45 Shawmut Road, 2nd Floor Canton, MA 02021</p> <p>Contact: Anne Fratalia Executive Assistant Tel: 781-830-4800 X 256 Fax: 781-830-4801</p> <p>Web: www.state.ma.us/da/norfolk</p>	<ul style="list-style-type: none"> - Cover Letter - Resume 	Apply year-round. Please apply only by mail. Bar results needed.	There is a 3 stage interview process with ADA conducting initial interview. The DA makes the final decision.	\$37,500
<p>NORTHWESTERN DISTRICT (FRANKLIN & HAMPSHIRE COUNTIES)</p> <p>Send to: Renee L. Steese, First Assistant DA One Gleason Plaza Northhampton, MA 01060</p> <p>Contact: Mary Lou O’Connell Tel: 413-586-9225 Fax: 413-584-3635</p>	<ul style="list-style-type: none"> - Cover Letter - Resume - List of references 	Office will generally advertise when positions open up, but all applicants resumes are kept on file; preference for candidates who have passed the Bar exam.	There are a few preliminary interviews and then the DA makes the final decision.	\$37,500
<p>PLYMOUTH COUNTY</p> <p>Send to: Michael Horan, Chief of Staff Plymouth County District Attorney’s Office P.O. Box 1665 Brockton, MA 02301 Michael.J.Horan@massmail.state.ma.us</p> <p>Contact: Janet Sweeney Tel: 508-894-2529 (direct) 508-584-8120</p> <p>Web: www.state.ma.us/da/plymouth</p>	<ul style="list-style-type: none"> - Cover Letter - Resume 	Apply year-round, but Spring of 3 rd year is the best time to apply because applicants are not hireable until they pass the bar. Office doesn’t anticipate hiring this year.	There are a series of interviews and a mock session on videotape that is viewed as part of the hiring decision.	Approx. \$37,500

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<p>SUFFOLK COUNTY</p> <p>Send to: Christina Miller (NUSL grad) Chief, District Courts and Community Prosecutions Office of District Attorney Daniel Conley One Bulfinch Place Boston, MA 02114</p> <p>Contact: Christina Miller Tel: 617-619-4191 Fax: 617-619-4210</p> <p>Web: www.state.ma.us/da/suffolk</p>	<p>Send a cover letter and resume in Microsoft Word format to SCDAO hiring@masmail.state.ma.us.</p> <p>Application procedures are posted on : http://www.mass.gov/dasuffolk/docs/job_opps.html.</p>	<p>Apply on or after October 31st up until January 15th.</p>	<p>Three rounds of interviews. First round with an ADA (Jan to April) second round with Chief of District Court in April and May; third round with District Attorney in May or June.</p>	\$37,500
<p>WORCESTER COUNTY</p> <p>Send to: Joseph D. Early, Jr. District Attorney Worcester County Courthouse 225 Main Street Worcester, MA 01608</p> <p>Contact: Brian McMahon Tel: 508-368-7612 (direct dial) 508-755-8601 (main number) Fax: 508-797-5441</p> <p>Web: www.worcesterda.com</p>	<ul style="list-style-type: none"> - Cover Letter - Resume 	<p>Apply year-round, but peak hiring time is from July to September. Due to budget, not currently hiring but can check again after July 1st when new budget in place.</p>	<p>Generally, two rounds of interviews. The first is with Brian McMahon and either the 1st Assistant ADA or Dep't Head ADA. If called back for a second interview, will likely meet with the DA, Mr. Early.</p>	\$37,500

Document Location: Q/Slaw/CareerServices/Shared/Gov't/D.A.2010