



SHAYLA D. FAVOR

FRANKLIN COUNTY PROSECUTING ATTORNEY

POSITION TITLE:	Senior Assistant Prosecuting Attorney - Drug Unit
IMMEDIATE SUPERVISOR:	Director, Drug Unit
HOURS:	Monday – Friday, 8 AM – 5 PM
MINIMUM SALARY:	\$95,000; negotiable depending on experience.
MINIMUM REQUIREMENTS:	Juris Doctorate from ABA accredited law school. Admission to Ohio Bar pursuant to Section 4705.01 of the Ohio Revised Code. 5+ years as a licensed attorney in criminal prosecution preferred. Participation in at least 15 jury trials preferred.
FLSA:	Exempt
CLASSIFICATION:	Unclassified

ORGANIZATION SUMMARY: The mission of the Franklin County Prosecutor’s Office is to thoroughly and vigorously prosecute criminal offenders to protect the citizens of Franklin County and obtain justice for victims of crime, as well as to professionally, equitably, and efficiently provide legal representation and advice to governmental clients within the bounds of law and ethics.

POSITION SUMMARY: The Senior Assistant Prosecuting Attorney of the Drug Unit is responsible for assisting the Director of the Drug Unit in the oversight and management of unit operations while independently prosecuting narcotics-related offenses, including but not limited to drug trafficking, possession with intent to distribute, prescription drug diversion, and offenses involving controlled substances under the Ohio Revised Code. This role requires an experienced legal professional with extensive courtroom litigation experience, sound prosecutorial judgment, and a strong background in criminal prosecution, drug enforcement strategies, and case management.

ESSENTIAL FUNCTION AND RESPONSIBILITIES:

Criminal Prosecution & Litigation

- Prepare for and conduct all phases of criminal litigation, including grand jury proceedings, pretrial hearings, motion practice, plea negotiations, jury trials, sentencing hearings, and post-conviction proceedings while demonstrating a strong and effective courtroom presence.
- Serve as lead counsel or co-counsel in significant, high-profile, or complex narcotics prosecutions as assigned.
- Participate in pre-indictment meetings with law enforcement agencies regarding large-scale Drug Trafficking Organizations (DTOs) and other complex narcotics investigations.



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- Monitor legislative developments, appellate decisions, and emerging legal issues impacting narcotics enforcement and prosecution.

Leadership & Unit Operations

- Assist the Director in providing leadership, supervision, mentorship, and operational oversight for Assistant Prosecuting Attorneys and support staff assigned to the Drug Unit.
- Serve as the Director's designee in their absence by supervising Drug Unit staff, coordinating daily operations, representing the Unit at meetings, communicating with stakeholders, and ensuring continuity of operations.
- Assist with case assignments, workload distribution, and caseload monitoring to promote the efficient and effective prosecution of drug-related offenses.
- Support the development and implementation of unit policies, procedures, operational initiatives, and best practices that align with Office objectives and legal requirements.
- Review charging decisions, plea negotiations, trial strategies, and case dispositions to promote consistency, sound legal judgment, and prosecutorial excellence.
- Demonstrate flexibility and commitment by working outside normal business hours, as necessary, to attend meetings, support law enforcement operations, participate in community events, and assist staff.

Training, Strategy & Professional Development

- Provide legal guidance and mentorship to prosecutors regarding criminal statutes, evidentiary issues, search and seizure law, confidential informants, forfeiture proceedings, narcotics investigations, and emerging drug trends.
- Develop, coordinate, and deliver training for prosecutors, law enforcement agencies, and other stakeholders on narcotics enforcement, prosecution strategies, legislative updates, and legal developments.
- Monitor trends in drug-related offenses and analyze case outcomes, operational data, and performance metrics to identify opportunities for strategic improvements, enhanced effectiveness, and resource optimization.
- Promote continuous learning and maintain subject matter expertise in narcotics investigations, Drug Trafficking Organizations (DTOs), forfeiture law, and evolving prosecution practices.

Stakeholder & Law Enforcement Collaboration

- Build and maintain collaborative partnerships with law enforcement agencies, task forces, prosecutors, courts, and community partners to support effective narcotics enforcement and prosecution.
- Represent the Prosecutor's Office at law enforcement meetings, collaborative initiatives, and public engagement activities to strengthen partnerships and advance public safety objectives.
- Foster productive communication and collaboration among internal staff and external stakeholders to support successful investigations and case outcomes.

Professional Accountability & Compliance



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- Ensure all prosecutorial responsibilities are performed in accordance with applicable laws, constitutional requirements, ethical standards, discovery obligations, office policies, and the Ohio Revised Code.
- Maintain strict confidentiality while demonstrating integrity, professionalism, accountability, and sound legal judgment in all responsibilities.
- Perform all other duties assigned, delegated, or required of the Senior Assistant Prosecuting Attorney and those prescribed by law.

CORE COMPETENCIES:

Criminal Prosecution & Trial Advocacy

- Demonstrates advanced knowledge of criminal law, rules of evidence, Ohio sentencing statutes, narcotics investigations, Drug Trafficking Organizations (DTOs), forfeiture proceedings, and related criminal offenses.
- Possesses exceptional courtroom advocacy skills with experience managing complex felony prosecutions from case initiation through trial.
- Demonstrates strong legal research, analytical, writing, and prosecutorial decision-making abilities.

Leadership & Talent Development

- Provides leadership, mentorship, coaching, and performance guidance that promotes accountability, professional growth, and operational excellence.
- Effectively balances prosecutorial responsibilities with leadership, supervisory, and personnel management duties.
- Demonstrates the ability to evaluate attorney and staff performance while fostering collaboration and continuous improvement.

Strategic Leadership & Operational Excellence

- Monitors emerging drug trends, legislative developments, and operational data to support strategic decision-making and continuous improvement.
- Effectively manages multiple priorities, complex legal matters, and competing operational demands in a fast-paced environment.
- Demonstrates exceptional organizational, analytical, and problem-solving skills while promoting efficient resource allocation and case management.

Relationship Management & Collaboration

- Builds productive partnerships with law enforcement agencies, courts, task forces, community organizations, and other criminal justice stakeholders.
- Collaborates effectively across multidisciplinary teams to support successful investigations, prosecutions, and public safety initiatives.
- Communicates complex legal information clearly and effectively with diverse audiences.

Technology & Professional Accountability

- Demonstrates proficiency with Microsoft Office, MATRIX, and other legal case management systems.



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- Maintains the highest standards of integrity, confidentiality, professionalism, accountability, and ethical prosecution.
- Performs all duties in compliance with applicable laws, ethical standards, office policies, federal statutes, discovery obligations, and the Ohio Revised Code.

PHYSICAL REQUIREMENTS

The Senior Assistant Prosecuting Attorney (APA) frequently types, handles materials, manipulates office equipment, and moves to and from and operates copiers and fax machines. The Senior APA generally works in an office and courtroom where the noise level in the work environment is usually moderate. The APA must be able to routinely travel around the county government and courthouse complex and be present in the office during normal work hours with attendance and punctuality of particular importance.

This position is contingent upon a successful background check.

BENEFITS SUMMARY

- Medical, Dental, Vision and Behavioral Health, and Prescription Drug Coverage
- Employee Assistance Program
- Disability and Life Insurance
- Ohio Public Employees Retirement System (OPERS)
- Deferred Compensation
- Generous Paid Time Off Accrual
- Eleven Paid Holidays
- Tuition Reimbursement
- Company-Paid Training and Development
- Commuter Program

Submit resume and cover letter to:

Franklin County Prosecutor's Office
373 S. High Street, 15th Floor Columbus, Ohio 43215
Human Resources - prat-hr@franklincountyohio.gov

The Prosecutor is an equal employment opportunity employer. Employment decisions are based on merit and business needs, and not on color, race, national origin, age, sex, sexual orientation, gender identity, religion, veteran status, marital status, a disability that does not prohibit performance of essential job functions, genetic information or any other status protected by applicable law.

The Prosecutor has a strict policy against any form of unlawful discrimination. This policy prohibits both discriminations based on any of the protected characteristics described in previous paragraph, and retaliation against a person who opposes or complains about prohibited conduct or who participates in any way in the complaint, investigation, or reasonable accommodation processes.

The Prosecutor prohibits such harassment by or against all employees, vendors, clients and visitors. It is the policy of the Prosecutor to provide a working atmosphere free from discriminatory insult, intimidation and other forms of harassment.