

FEDERAL PUBLIC DEFENDER MIDDLE DISTRICT OF FLORIDA
CAPITAL HABEAS UNIT

Position Title: **INVESTIGATOR - Capital Habeas Unit - #2021-003**

Duty Station: Tampa, Florida

Grade/Salary Range: This position is subject to the availability of Federal funds. Salary Dependent Upon Budget Approval and Experience

Qualifications: Applicants must have a Bachelor's degree from an accredited college or university and the ability to write clearly and present complex and interrelated concepts and ideas. A candidate with an advanced or graduate degree in social work or experience in the mental health field is strongly preferred. A candidate with a degree in or related to a field such as education, human development, psychology, sociology, or criminal justice is preferred. Applicants must possess several years of experience in investigative and mitigation techniques and skills, including the investigation and development of defense mitigation presentations in capital trials or post-conviction cases.

Knowledge of federal and state court systems and familiarity with federal habeas corpus or other post-conviction litigation in criminal litigation would be an asset. All candidates must be proficient with the use of a computer, with an emphasis in Word and other Windows-based applications, internet research and familiarity with Case Map or other organizational software programs is a plus. The ability to review, organize and summarize voluminous documents is critical.

The successful candidate will have a commitment to providing quality representation to indigent defendants and have a reputation for integrity. This position requires developing long-term relationships with clients and client families so interpersonal skills are necessary. Successful applicants will be able to prioritize projects and work both independently and cooperatively with attorneys, investigators, paralegals and office staff as an essential member of the capital defense team at all stages of representation, from pre-trial proceedings through clemency. This position may require work on holidays, evenings, and weekends, as the nature of the cases require. Frequent and extended travel may also be required.

Applicants must possess a valid driver's license, insurance and own/operate a personal vehicle for business purposes.

Applications: The position is open until April 26, 2021. This is a second investigator position with the Capital Habeas Unit we are filling due to case load. More than one position may be filled from this posting. Interviews for this position will begin on or after April 30, 2021.

Electronically submit cover letter notating Position Title and Number with a current resume, three professional references, and two report writing samples in PDF format to:

Federal Public Defender Office, Martha Lugo, Personnel Administrator - martha_lugo@fd.org. Phone inquiries can be directed to Personnel Administrator, Martha Lugo at (813) 514-4215.

We will gladly accept a mitigation film or PPT presentation packet on a CD.

The Federal Public Defender's office is a branch of the U.S. Courts, an Equal Opportunity Employer, and operates under authority of the Criminal Justice Act, 18 U.S.C. Section 3006A, to provide indigent defense services in federal criminal cases and related matters in the federal courts. This is Excepted Service Employment with Federal Government Benefits. Salary is based on experience. This position is subject to mandatory Electronic Funds Transfer (Direct Deposit) of federal salary payment. Only qualified applicants will be considered for this position. Applicants must be U.S. Citizens or eligible to work in and for the United States. Applicants selected for interviews must travel at their own expense. This position is subject to a background investigation therefore, the successful applicant will undergo a mandatory criminal background check investigation, which will include the completion of fingerprint checks. One or more applicants may be selected from this posting. The FDO provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation, please notify Ms. Lugo at (813) 514-4215. The decision on granting reasonable accommodations will be made on a case by case basis.

POSTING DATE: April 2, 2021

CLOSING DATE: April 26, 2021