

Office of the
Federal Public Defender
Districts of Colorado and Wyoming

District of Colorado

633 17th Street, Suite 1000
Denver, CO 80202
Phone: 303-294-7002
Fax: 303-294-1192

Virginia L. Grady, Federal Public Defender
Warren R. Williamson, First Assistant
Veronica S. Rossman, Senior Counsel
O. Dean Sanderford, Chief, Appeals
James H. Barrett, Wyoming Branch Chief

District of Wyoming

214 W. Lincolnway, Suite 31A
Cheyenne, WY 82001
Phone: 307-772-2781
Fax: 307-772-2788

POSITION ANNOUNCEMENT
INVESTIGATOR - WYOMING

The Federal Public Defender for the Districts of Colorado and Wyoming seeks an investigator to join our Cheyenne, Wyoming office. The Office of the Federal Public Defender operates under authority of the Criminal Justice Act (18 U.S.C. § 3006A) to represent individuals who are unable to afford counsel and prosecuted in our federal courts.

Job Description: The investigator provides investigative support to staff attorneys representing persons charged with criminal offenses in the United States District Court for the District of Wyoming.

The successful applicant will have **at least** eight years of investigative criminal defense experience, and substantial experience managing, indexing and analyzing cases with large digital discovery. This position requires a strong and established work ethic, including the ability to successfully manage multiple deadlines, a demonstrated commitment to criminal defense, a team-oriented professional demeanor, and a reputation for personal integrity.

Requirements and Qualifications: Applicants must have a bachelor's degree from an accredited college or university. Applicants must have a comprehensive knowledge of criminal defense investigative principles and techniques, strong analytical skills and a working knowledge of criminal procedure and evidence. Applicants must demonstrate substantial experience in the following areas: (1) progressively responsible investigative duties; (2) locating and interviewing witnesses; (3) report writing; (4) collection and analysis of records of all kinds, (5) service of subpoenas; (6) investigative use of computer software, including: analytic software, use of ESI platforms, optical character recognition and adobe acrobat; (7) Presentation of evidence in court through demonstrative media tools, such as Trial Director and PowerPoint.

This position requires extensive driving. Applicants must have a valid driver's license, car and appropriate motor vehicle insurance. Applicants must be United States citizens or eligible to work in the United States. Fluency in Spanish is preferred, but not required. Employment is subject to a satisfactory background investigation, including an FBI name and fingerprint check and an IRS tax check.

Salary and Benefits: This is an "Excepted Appointment" full-time position with federal benefits and salary commensurate with experience and qualifications. Benefits include health and life insurance, retirement, and the Thrift Savings Plan. Salary is payable only by direct deposit.

How to Apply: Qualified individuals should submit a letter of interest and resume in .pdf format to:
Kim W. Bechard, Administrative Officer
employment@cofped.org
Subject Reference: Investigator Position - Wyoming

Initial interviews may be conducted via Skype or Facetime. Final interviews will be conducted in person. Cost of travel must be incurred by the applicant. All positions are subject to the availability of funds. **Posted July 17, 2017 -- open until filled.** NO PHONE CALLS PLEASE. Email inquiries are discouraged and may not receive responses.

The Federal Public Defender is an equal opportunity employer.