

**FEDERAL PUBLIC DEFENDER
DISTRICT OF NEW MEXICO**

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POSITION ANNOUNCEMENT
Research and Writing Specialist - Las Cruces
2018-03

The Federal Public Defender for the District of New Mexico is seeking a full time, experienced Research and Writing Specialist for the branch office in Las Cruces. The Federal Public Defender operates under authority of the Criminal Justice Act, 18 U.S.C. § 3006A, and provides legal representation in federal criminal cases and related matters in the federal courts.

The Research and Writing Specialist is an attorney position that provides advanced research and writing services to staff attorneys on trial and appellate cases, performs computer assisted legal research, aids in the development of legal strategies, writes briefs, motions, petitions for certiorari, and legal memoranda for review by the Defender and staff attorneys. General duties include examining, analyzing and researching records and issues, performing legal research and preparing legal documents, assisting AFD staff with all aspects of case preparation, training, continuing legal education and supervision of legal interns as appropriate. ***The Research and Writing Specialist does not ordinarily sign pleadings or make court appearances.***

Minimum qualifications include graduation from an accredited law school, admission to practice in good standing before the highest court of a state, and a working knowledge of federal criminal law and procedure. Candidates must be able to analyze legal issues from lengthy, complex records, write clearly and concisely, and have strong computer automation skills. Prior appellate writing experience, law review membership or a judicial law clerkship are desirable.

This is a full-time position with federal salary and benefits based upon qualifications and experience. Starting pay ranges from a JSP 9-15, \$50,598 to \$121,280 annually depending on experience. Research and Writing Specialists may not engage in the private practice of law. All employees are subject to mandatory electronic fund transfer (direct deposit) for payment of net pay. The selected candidate will be subject to a background check as a condition of employment. The Federal Public Defender is an equal opportunity employer.

In **one** PDF document, please submit a statement of interest, detailed resume of experience, and three references to:

Stephen P. McCue, Federal Public Defender
FDNM-HR@fd.org

Reference **2018-03** in the subject.

Writing samples will be required only from those selected for interview. Applications must be received by March 9, 2018. Positions will remain open until filled and are subject to the availability of funding.

**No phone calls please. Submissions not following this format will not be considered.
Only those selected for interview will be contacted.**