

**OFFICE OF THE FEDERAL PUBLIC DEFENDER
SOUTHERN DISTRICT OF OHIO**

10 West Broad Street, Suite 1020
Columbus, OH 43215

Position Announcement

18-002

RESEARCH & WRITING SPECIALIST/CAPITAL HABEAS UNIT

The Federal Public Defender for the Southern District of Ohio is accepting applications for the position of Research & Writing Specialist for the Capital Habeas Unit to be stationed in the Columbus office. The Federal Public Defender, a branch of the U.S. Courts operates under the authority of the Criminal Justice Act, 18 USC 3006A, to provide defense services to indigent persons in federal criminal cases and related matters in the federal courts. The Capital Habeas Unit represents state death sentenced individuals in federal habeas and state clemency proceedings.

Duties: The research & writing specialist is an attorney position which provides advanced research and writing support to the Assistant Federal Defenders in the unit. Specifically the individual writes briefs, motions, petitions, and legal memoranda. The individual will be a part of a team of attorneys and investigators representing death sentenced individuals. The individual does not ordinarily sign pleadings or make court appearances unless it is determined by the Defender, or the Supervising Attorney for the Unit, to be appropriate for training and other circumstances.

Requirements: The successful applicant must be a graduate from an accredited law school and a member in good standing of a state bar or immediately eligible for bar admission. Applicants should have a commitment to providing quality representation to indigent defendants and have a reputation for personal integrity. Strong computer research, word processing, and interpersonal communication skills are essential for this position, as is the ability to analyze legal issues from lengthy, complex records and write clearly and concisely. Successful applicants will be able to prioritize projects and work both independently and cooperatively. Research & Writing attorneys may not engage in the private practice of law.

Salary and Benefits: Starting salary will be commensurate with the experience and qualifications of the applicant. This position is excepted service and does not carry the tenure rights of the competitive Civil Service. The position does offer federal government employment benefits including health and life insurance, retirement and the Thrift Savings Plan. Salary is payable only by Electronic Funds Transfer (direct deposit).

Conditions of Employment: All application information is subject to verification. Appointment to the position is contingent upon a background investigation including an FBI fingerprint check. Employees of the Federal Defender are members of the judicial branch of government; they are considered 'at will' and can be terminated with or without cause.

Application Information: Qualified applicants should send a letter of interest, current detailed resume and references in **PDF format** to OHS_employment@fd.org including the position number in the subject line. Applications will be accepted until the position is filled.

The Federal Public Defender, Southern District of Ohio is an equal opportunity employer. Women, minorities and individuals with disabilities are encouraged to apply. The FDO provides reasonable accommodations to applicants with disabilities. The decision on granting reasonable accommodations will be made on a case by case basis. One or more applicants may be selected from this posting. This position is subject to the availability of funds.