

**FEDERAL COMMUNITY DEFENDER OFFICE  
FOR THE EASTERN DISTRICT OF PENNSYLVANIA**

FEDERAL COURT DIVISION - DEFENDER ASSOCIATION OF PHILADELPHIA

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**LEIGH M. SKIPPER**  
CHIEF FEDERAL DEFENDER

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**HELEN A. MARINO**  
FIRST ASSISTANT FEDERAL DEFENDER

**JOB ANNOUNCEMENT**

**TRIAL UNIT**  
**ASSISTANT FEDERAL DEFENDER**  
**(One Position)**  
**Posting Code 100100-18**

The Federal Community Defender Office for the Eastern District of Pennsylvania (FCDO) is seeking candidates for the position of Assistant Federal Defender in its Trial Unit. Because a substantial part of the work of the Assistant Federal Defender will be the representation of capital-charged or death-eligible defendants, the FCDO seeks candidates with significant capital litigation experience. The Assistant Federal Defender represents indigent defendants in federal cases from inception through appeal and witnesses in grand jury proceedings. The Assistant Federal Defender conducts hearings, writes and litigates motions to suppress and other pre-trial motions, directs defense investigation, represents defendants at jury trials, sentencing, and violations of supervised release proceedings, and, on occasion, in collateral proceedings under 28 U.S.C. § 2255.

Candidates ideally will have significant federal capital trial experience. Alternatively, at least 7 years of state capital trial experience, with working knowledge of federal criminal law, sentencing, and procedure, is preferred. Candidates must demonstrate strong research and writing abilities. Candidates must also possess the ability to communicate effectively and cooperatively with clients, colleagues, witnesses, staff, and court and agency personnel. Candidates must also have a demonstrated commitment to excellence and to the representation of the indigent, and a reputation for personal and professional integrity. Fluency in the Spanish language is highly desirable. Experience using Trial Director and PowerPoint or a willingness to learn such trial technology is required. An ability and willingness to travel as needed is required.

Applicants must be members in good standing of the bar of the Supreme Court of Pennsylvania or be eligible to waive into/willing to sit for the bar of the Supreme Court of Pennsylvania. Applicants must be members of, or eligible to gain admission to, the bar of the Eastern District of Pennsylvania and the Court of Appeals for the Third Circuit.

Salary will be based upon experience consistent with federal guidelines and regulations. Kindly note that the filling of this position will be subject to the funding restrictions and approval of the Administrative Office of the United States Courts.

Interested applicants should submit a cover letter, resume, and writing sample to Sonya Malcolm, Human Resources Administrator, via e-mail at [EmploymentPAE@fd.org](mailto:EmploymentPAE@fd.org), or by regular mail to Suite 540 West, The Curtis Center, 601 Walnut Street, Philadelphia, Pennsylvania 19106. Candidates will be interviewed on an ongoing basis and the position will remain open until filled.

The Federal Community Defender Office is an Equal Opportunity Employer. Women and minorities are encouraged to apply.