

FEDERAL PUBLIC DEFENDER
CENTRAL DISTRICT OF CALIFORNIA
321 EAST 2nd STREET
LOS ANGELES, CALIFORNIA 90012-4202

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Vacancy Announcement

Position: Capital Habeas Investigator

Location: Los Angeles, CA

Deadline: June 9, 2017

The Federal Public Defender's Office for the Central District of California is accepting applications for full-time investigator positions in its Capital Habeas Unit (CHU) stationed in Los Angeles, California. The CHU advocates for the constitutional rights and inherent dignity of indigent persons sentenced to death. We provide the highest quality representation in post-conviction proceedings through diversity of experience, collaborative and thorough case development, focused litigation strategies, and skilled courtroom advocacy.

Job Duties: CHU investigators are responsible for gathering facts and mitigating information about our clients and their cases. General areas of responsibility include locating and interviewing witnesses; writing reports, drafting declarations, serving subpoenas, and testifying in court (as necessary); developing a relationship with clients; interviewing clients' friends and family members; collecting documents; reviewing trial evidence; and working with attorneys to develop mitigation themes.

Requirements: All applicants must have graduated from an accredited school with a bachelor's degree. A background in law, social work, or mental health is a plus. A high level of computer literacy is required, and applicants must be able to organize work and set priorities to meet critical deadlines. The ability to speak, read, and write in Spanish is preferred, but not required. Applicants must have United States citizenship or be authorized to work in the United States. Applicants must possess a valid driver's license, a car, and appropriate insurance. This position may require extensive travel. It will also require working beyond business hours, which may include nights, weekends, and holidays. A background investigation is required as a condition of employment.

Selection Criteria: Candidates must possess a commitment to the defense of death sentenced individuals; have excellent oral and written communication skills; have excellent interpersonal skills and be able to develop a rapport with people of different backgrounds; be able to work independently and take initiative; be capable of analyzing and communicating complex information; and work well in teams.

Salary/Benefits: This is a full-time, at-will position. Salary is commensurate with qualifications and experience and is subject to direct deposit. Benefits include health and life insurance, retirement, and a Thrift Savings Plan. For more information on benefits, see <http://www.uscourts.gov/careers/benefits>.

How to Apply: Apply by emailing a letter of interest, résumé, a representative writing sample, and three references in a single PDF document to Hilary Potashner, Federal Public Defender, at zzCAC_FPD_Applicants@fd.org with the subject line: CAPITAL HABEAS INVESTIGATOR APPLICATION. All application materials must be received by June 9, 2017. The Federal Public Defender's Office may fill current and future positions from this vacancy announcement. Please, no phone calls.

The Federal Public Defender's Office for the Central District of California is an Equal Opportunity Employer. All applicants, regardless of race, ethnicity, national origin, gender identity, sexual orientation, religion, disability, or age, are encouraged to apply.