

THE FEDERAL PUBLIC DEFENDER

DISTRICT OF ALASKA

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2020-AFPD

ASSISTANT FEDERAL PUBLIC DEFENDER

The Federal Public Defender for the District of Alaska is accepting applications for the full-time, permanent position of Assistant Federal Public Defender. The official duty station will be Anchorage, Alaska. The Federal Public Defender provides defense services in federal criminal cases and related matters in federal court pursuant to the Criminal Justice Act, 18 U.S.C. § 3006A. The outside practice of law is prohibited. Approximate start date is December 7, 2020.

Qualifications/Requirements

An Assistant Federal Public Defender must have a commitment to the representation of indigent clients, a reputation for personal integrity, and meet the following qualifications:

- 1) Experience in the area of criminal defense, preferably in the federal court system;
- 2) Extensive trial experience;
- 3) Excellent oral communication;
- 4) Computer literacy;
- 5) Proven research and writing skills

Applicants must be (1) United States citizen or authorized to work in the United States; (2) licensed by the highest court of a state, federal territory, or the District of Columbia; and (3) a member in good standing in all courts where admitted to practice.

Duties

An Assistant Federal Public Defender (AFPD) provides every aspect of legal representation to their client. Duties include trials and court hearings, direct appeals to the circuit court, habeas, post-conviction and witness representation, and representation in other matters such as supervised release hearings and probation and parole hearings. AFPD is expected to:

- 1) Provides zealous, professional legal representation to his/her clients and appears on behalf of the client in court hearings and at other related proceedings;
- 2) Communicates with the court, opposing counsel, probation officers, witnesses, clients and the families of clients concerning case-related issues;
- 3) Maintains in-depth and updated knowledge of criminal defense trial and appellate practices and case law by developing expertise with the federal sentencing guidelines, understands the ethical obligations and restrictions and practices of courtroom advocacy, and pursues appropriate training opportunities, including local or nationally sponsored

core programs – within the limits of funding, workload and defender organization approval;

- 4) Prepares motions and briefs for consideration in federal magistrate, district and appellate courts, as well as petitions for certiorari;
- 5) Prepares legal memoranda, issue reviews, comprehensive statements of relevant facts, standards of review and briefs of complex legal and factual arguments, and consults with investigative and legal staff regarding issues relevant to the case;
- 6) Examines complex and diverse records and reviews the record proper, exhibits, transcripts and tapes of trials and hearings in habeas and direct appeals cases, analyzes the record and determines relevant legal issues and the need for evidentiary hearings, and prepares evidence for presentation;
- 7) Performs legal research utilizing all available resources, including computer-assisted legal research tools, state and federal statutes, case law, regulations, precedents, treaties, sentencing guidelines, and related subject matter, and analyzes legal decisions, opinions, rulings, memoranda and related legal materials, and compiles and summarizes substantive information on statutes, treaties and specific legal subjects;
- 8) Analyzes the potential impact of new legislation, policies and regulations, on the defender organization, and recommends short and long range plans to ensure efficient operations;
- 9) Updates research in preparation for oral argument, and prioritizes issues, analyzes difficulties of the case and prepares responses to possible panel questions;
- 10) Continues the development of strong written and verbal communication skills to enhance professional documentation and interpersonal interaction.

Salary and Benefits

The starting salary for the AFPD will be set commensurate with the experience and qualifications of the applicant. This position includes federal employment benefits, including health and life insurance, retirement, and the Thrift Savings Plan. Salary is payable only by Electronic Funds Transfer (direct deposit). Employment is subject to a satisfactory background investigation and available funding.

How to Apply

Applications are due by November 16, 2020, though, the position will remain open until filled. Qualified persons may apply by sending a single .pdf application packet. This packet should include: (1) a letter of interest, (2) resume with three professional references familiar with the applicant's legal skills, and (3) recent writing sample that has not been edited by others.

Please submit your application packet via EMAIL to:

Loisi Vailea, Administrative Officer
EMAIL: Loisi_Vailea@fd.org

No telephone inquiries please.

***The Federal Public Defender is an equal-opportunity employer.
Women, minorities, and individuals with disabilities are encouraged to apply.***