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January 25, 2021

**Position Announcement
Assistant Federal Public Defender (Capital Habeas Unit)
Charlotte, North Carolina**

The Federal Public Defender for the Western District of North Carolina is accepting applications for an Assistant Federal Public Defender in the newly-created Capital Habeas Unit (“CHU”) for the Fourth Circuit.

This regional CHU will represent indigent prisoners under state and federal sentences of death imposed within the Fourth Circuit’s appellate jurisdiction. The bulk of our caseload will be in the United States District Court for South Carolina, the three United States District Courts for North Carolina, the Fourth Circuit’s Court of Appeals, and the Supreme Court of the United States.

Duties: The attorney hired for this position will play an integral role in developing our new CHU. The scope of our work includes all stages of federal habeas corpus proceedings, as well as stay litigation, method of execution challenges, and executive clemency. The attorney must manage a full caseload of such matters while directing the assigned paralegal and investigator. Core duties include: building relationships with clients; analyzing large case files to identify legal claims; supervising and participating in investigation; working with experts; developing litigation strategies; motions practice and pleadings; conducting evidentiary hearings; and oral argument. The attorney will serve as a resource for and work collaboratively with outside attorneys and organizations. The position might require frequent travel and work outside of business hours, including weekends and holidays.

Requirements: Applicants should have at least five years of capital habeas experience, preferably within a CHU, and demonstrable skill in written and oral advocacy. The ability to communicate effectively and build relationships with clients, witnesses, colleagues, and court and agency personnel is essential. Familiarity with Adobe, Word, other Windows-based computer applications, and legal software programs is preferred. Applicants must be a member in good standing of the bar of a state or the District of Columbia and

admitted, or immediately eligible, for admission to a United States District Court and Court of Appeals. Given the geographic breadth of the CHU, admission to state bars might be necessary.

Salary and Benefits. Salary is commensurate with experience and qualifications. This is Excepted Service Employment with 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 Public Defender are members of the judicial branch of government; they are considered “at will” and can be terminated with or without cause.

How to Apply. Qualified persons may apply by forwarding a letter of interest, résumé and writing sample. Send completed application **in .pdf format** to: WDNCapplication@fd.org. No phone calls, please.

This organization provides reasonable accommodations for applicants with disabilities on a case-by-case basis. Please submit any request for accommodation as a .pdf document to WDNCapplication@fd.org.

Position announced January 25, 2021. **Applications received by February 19, 2021 will receive priority consideration.** Position open until filled.

The Federal Public Defender operates under authority of the Criminal Justice Act, 18 U.S.C. 3006A. **This program is an Equal Opportunity Employer. We provide equal opportunity for all qualified people who desire to use their skills and abilities in our workplace on behalf of our clients, regardless of gender, sexual orientation, race, national origin, religion or disability. This program is committed to a diverse staff.**