



**OFFICE OF THE FEDERAL DEFENDER**  
Eastern District of California  
801 I Street, 3<sup>rd</sup> Floor  
Sacramento, California 95814  
916.498.5700 Toll Free 855.328.8339 FAX 916.498.5710

HEATHER E. WILLIAMS  
Federal Defender  
JEROME PRICE  
Chief Assistant Defender

**POSITION ANNOUNCEMENT #23-004**  
**Non-Capital Mitigation Specialist/Social Worker**

The Office of the Federal Defender for the Eastern District of California seeks applications for the position of a Non-Capital Mitigation Specialist/Social Worker, located in its Sacramento Office. The Non-Capital Mitigation Specialist/Social Worker works as a vital part of Federal Defender client case teams to provide holistic and client-centered support to the client and their case.

Duties include but are not limited to intensive client case management services and advocacy at all criminal case stages and applicants must have the ability to recognize client needs and seek solutions to those needs. Core job duties include: connecting to vital client resources for release planning and out-of-custody success; providing client-centered support, crisis intervention, and case management help; meeting with clients whether in or out of custody; working with mental health experts, community providers and agencies, local detention facilities and the federal Bureau of Prisons, pretrial services and probation officers, the court and prosecutors; collaborating with attorneys and other staff to identify client needs; assisting in social work intern supervision; trainings on relevant topics for our Office and the private lawyers taking federal court-appointed cases; maintaining our Office intranet client resource listings and materials; leading our continued Social Work Unit development; participating in our Collaborative Courts (Re-Entry and Better Choices Courts); and identifying and helping with other social work-related program development and evaluations.

**Requirements:** Preference will be given to applicants with at least three (3) years specialized experience in social work, mental health, trauma and/or addiction treatment, and case management. Spanish speaking, reading, and writing is a plus. This position may require travel, so applicants must possess a valid driver's license. Work may occasionally occur nights, weekends, and holidays – compensatory time is available for these times. In line with current appropriations law, applicants must be United States citizens or permanent residents seeking citizenship as described here: <https://www.uscourts.gov/careers/search-judiciary-jobs/citizenship-requirements-employment-judiciary> .

**Selection Criteria:** Candidates must: have a demonstrated commitment to social work or criminal justice system social justice; have superior oral and written communication and advocacy skills; be able to develop a rapport with people of different backgrounds; and work well independently and as part of a team. A federal background investigation is required as an employment condition.

The ideal candidate must have good communication skills and initiative; know Microsoft Word; be familiar with the legal system and its terminology; support indigent criminal defense; and seek solutions to client problems.

### **POSITION REQUIREMENTS AND QUALIFICATIONS**

- Minimum of three (3) years general work experience **plus** at least three (3) years specialized experience is required. Some post-high school or GED, college or graduate education may count towards specialized experience under specific circumstances.
- Possess excellent interpersonal oral and written communication skills.
- Demonstrated ability to maintain confidentiality and a strong sense of personal and professional integrity.
- Have some experience with and knowledge of MS Office products, such as Word, Excel, and Outlook, and Adobe Acrobat.

### **ENVIRONMENTAL DEMANDS**

- Work is normally performed in an office setting. Part-time telework is possible.
- Frequent lifting of boxes and moving equipment may be required.
- Some travel may be required.

### **BENEFITS**

- The opportunity to serve in a rewarding public service position, specifically in indigent criminal defense.
- Accrued paid vacation and sick leave.
- Paid federal holidays.
- Extensive health, life, dental, vision, and long-term care insurance plans.
- A defined benefit pension plan.
- Traditional (pre-tax) and Roth (after-tax) retirement savings and investment plans through the Thrift Savings Plan (TSP) with employer-matching contributions.
- Pre-tax transportation, medical, and childcare reimbursement accounts.
- Extensive on-line training options. Travel reimbursement for in-person training and professional conferences available, funds permitting.
- Subsidized transit program.
- Telework and other workplace flexibilities.

### **CONDITIONS OF EMPLOYMENT**

Applicants must be U.S. citizens or permanent residents seeking U.S. citizenship. Judiciary employees serve under excepted appointments and are considered “at-will” and are not covered by the Civil Service Reform Act. Employees are expected to adhere to the [Code of Conduct for Judicial Employees \(guide-vol02a-ch03.pdf \(uscourts.gov\)\)](#) and [Code of Conduct for Federal Public Defender Employees \(Code of Conduct for Federal Public Defender Employees \(Guide, Vol. 2A, Ch. 4\) \(uscourts.gov\)\)](#).

All final candidates are subject to FBI fingerprints and background investigation, including criminal history. The individual hired to perform the duties for this position may be subject to further background investigations when necessary.

The Office of the Federal Defender operates under authority of the Criminal Justice Act, 18 U.S.C. § 3006A, to provide legal representation in federal criminal cases and related matters in the federal courts. This is a full-time permanent position. Starting salary based on qualifications and experience currently yielding from JSP 9/1 (\$62,903) (Intern) to JSP 14/1 (\$128,182). Direct deposit of pay required.

Applicants will need to be up-to-date on their COVID vaccinations (per the Centers for Disease Control's definition of "up to date," <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/stay-up-to-date.html>) by their start date, with proof provided.

**To apply, please submit in a single Adobe pdf file, a cover letter, résumé, three references and a completed *Application for Judicial Branch Employment form (AO78)*, [http://www.cae-fpd.org/AO\\_78.pdf](http://www.cae-fpd.org/AO_78.pdf), to the following email:**  
**[cae\\_hr@fd.org](mailto:cae_hr@fd.org)**

Position announced on 1/17/2023, and is open until filled, with preference given to applications received by 2/3/2023. The Office of the Federal Defender is an equal opportunity employer. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.