

POSITION ANNOUNCEMENT No. 24-11H
Mitigation Specialist
Southern District of Texas
Houston Division

THE FEDERAL PUBLIC DEFENDER, Southern District of Texas is accepting applications for the position of Mitigation Specialist to be stationed in Houston, TX. The FPD operates under the authority of the Criminal Justice Act, 18 U.S.C. § 3006A, and provides defense services in federal criminal cases and related matters by court appointment to individuals unable to afford counsel.

Requirements. A bachelor's degree and two years of specialized experience in social science, research, or mitigation are required. Spanish- language fluency and a master's degree in social science or social services are preferred. All candidates must be proficient with the use of a computer, with an emphasis in Word and other Windows-based applications and internet research. Employment is subject to a satisfactory background investigation, including an FBI name and fingerprint check. The applicant must be willing to travel, using their personal vehicle, throughout the Southern District of Texas and have a valid driver's license and insurance. Applicants must be U.S. citizens or meet the other requirements of the Administrative Office of the U.S. Courts.

Duties. The mitigation specialist will assist attorneys across the district in investigating, analyzing, developing, and presenting mitigation evidence in the life history of clients. The mitigation specialist will gather and summarize social history records, conduct interviews with lay and professional people with relevant knowledge about the client's early childhood development, education, and employment, as well as their medical and mental health histories. The mitigation specialist also will consult with experts; develop and maintain relationships with clients, their family members, local social service providers, and pretrial service officers; and perform other duties as assigned. The position requires a significant amount of fieldwork and some overnight travel. The full position qualifications statement with position description is available upon request.

Selection Criteria. The successful candidate will have a commitment to providing quality representation to indigent defendants and have a reputation for integrity. They will have a working knowledge of immigration, the criminal justice and correctional systems, mental health and other social services, and psychology and psychological testing. Excellent interviewing and writing skills are essential for the position, as is the ability to locate, obtain, review, analyze, and summarize relevant records. Successful applicants will be able to prioritize projects and work both independently and cooperatively with attorneys, investigators, and office staff. The mitigation specialist will engage in teamwork with other mitigation specialist and investigators.

Salary and Benefits. Starting salary will be commensurate with the experience and qualifications of the applicant, within a range from JSP-11, Step 1, to JSP-14, Step 1, currently yielding \$83,671 to \$140,923 per annum. The position is in the excepted service and does not carry the tenure rights of the competitive Civil Service. The position does offer federal government employment benefits, including participation in health and life insurance, retirement, and the Thrift Savings Plan. Salary is payable only by Electronic Funds Transfer (direct deposit).

How to Apply. Qualified persons may apply by forwarding a letter of interest (mentioning announcement number 24-11H), résumé, and representative writing sample. Relevant experience should be described in detail. Send completed application to: Marjorie A. Meyers, Federal Public Defender, Southern District of Texas, 440 Louisiana St., Suite 1350, Houston, Texas 77002 or email in PDF format to TXS_Hiring@FD.ORG. For applicants with disabilities, this organization provides reasonable accommodations, which are decided on a case-by-case basis. To request a reasonable accommodation for any part of the application or interview process, please contact Administrative Officer Laura Dusthimer at (713) 718-4600. Position announced July 22, 2024; open until filled.

Subject to the availability of funds.

The Federal Public Defender is an equal-opportunity employer.