

# FEDERAL PUBLIC DEFENDER

NORTHERN DISTRICT OF CALIFORNIA

**JODI LINKER**  
*Federal Public Defender*

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## POSITION ANNOUNCEMENT ASSISTANT FEDERAL PUBLIC DEFENDER (TRIAL ATTORNEY) SAN FRANCISCO, CALIFORNIA

(Posted June 2024)

The Federal Public Defender for the Northern District of California is accepting applications for a full-time Assistant Federal Public Defender (Trial Attorney) based in the San Francisco office. Our office provides court-appointed legal representation to individuals charged with federal crimes who cannot afford to hire an attorney, as authorized by the Criminal Justice Act, 18 U.S.C. § 3006A. For more information, visit [www.ndcalfpd.org](http://www.ndcalfpd.org).

**JOB DESCRIPTION:** The AFPD will advocate for our clients charged with criminal offenses or involved in post-conviction proceedings in the United States District Court for the Northern District of California and the United States Court of Appeals for the Ninth Circuit. The AFPD's duties include representation at all stages of proceedings (magistrate, trial, appellate, and ancillary matters) at the discretion of the Defender; however, the attorney's primary responsibility will be to represent clients at the trial court level.

The AFPD will assume active caseloads ranging from complex felonies to misdemeanors. The position requires managing cases at various stages of litigation; preparing pleadings, briefs, and motions; appearing on behalf of clients in court hearings and at other related proceedings; developing litigation strategies; meeting with clients, experts, witnesses, and family members; participating in local and national committees and projects; attending trainings and staying up to date on legal matters and technology; and performing other duties as assigned. The AFPD will work to uphold every person's right to be presumed innocent; receive a vigorous defense; and, if convicted, receive a fair sentence. They will collaborate with teams of investigators, paralegals, social workers, and other staff to develop pre-trial investigation and litigation strategies, trial defenses, and mitigation evidence that reflects fully developed views of our clients and their lives, not merely their charges.

The AFPD must work at the San Francisco duty station, unless there is a need for out of the office or out of district investigation, jail visits, reassignment, or other work-related business. This role may also be assigned to matters in or required to move duty stations to the Oakland and San Jose offices on a temporary basis at the discretion of the Defender. The position is subject to the office's telework policy, which (subject to change) generally provides for up to one day of remote work per week.

### REQUIREMENTS AND QUALIFICATIONS:

- Hold a law degree and be a current member in good standing of the State Bar of California (the office does not cover bar dues).
- Be admitted or be eligible for admission to the U.S. District Court for the Northern District of California and the Ninth Circuit Court of Appeals.

- Possess strong research, analytical, and persuasive skills.
- Effectively identify legal issues from lengthy and complex records.
- Write clearly, concisely, and persuasively.
- Possess strong oral and written communication abilities.
- Demonstrate an aptitude for trial and appellate practice and have a deep commitment to the vigorous representation of indigent clients.
- Be highly motivated, detail oriented, and well-organized.
- Possess excellent interpersonal skills; collaborate and lead effectively.
- Be fully vaccinated against COVID-19.
- Preference for at least three years of prior legal experience in criminal law and federal courts.

Employment is contingent upon satisfactory completion of a fingerprint check and background investigation.

**SALARY AND BENEFITS:** This is a full-time position. Salary is based on federal pay schedules and is determined based on years of professional attorney experience. This position has a salary range of \$97,031 to \$191,800. Benefits include medical, long-term care, and life insurance, as well as 11 paid federal holidays, 13 days of paid sick leave, and 13 days of paid vacation leave annually. (The rate of paid vacation leave increases with years of service.) The position is eligible for the Federal Employees Retirement System (FERS), including the Thrift Savings Plan (TSP), which matches up to 5% of employee contributions, up to a cap. Salary is paid every other week and only by direct deposit.

The position qualifies individuals with federal student loan debt for loan forgiveness, cancellation, and/or consolidation under the [Public Service Loan Forgiveness program](#) (PSLF) of the [College Cost Reduction and Access Act of 2007](#). The individual, not the office, is responsible for confirming and fulfilling all requirements for such eligibility.

Attorneys at the Office of the Federal Public Defender may not engage in the private practice of law and must get approval from the Defender to engage in any outside employment activities.

**THE APPLICATION PROCESS:** Applications will *only* be accepted online and must be submitted through this web portal:

<https://ndcalfd.knack.com/applications#attorney/>

Please upload a single.pdf application packet, which should include the following material in a single .pdf file:

- A plain cover sheet, containing only your last name, first name, and the name of your current employer or your current employment status;
- A cover letter explaining your interest in the position;
- Your resume;
- A writing sample (preferably written within the last two years) that demonstrates your original work;

- Three professional references, including name, email address, and telephone numbers (references will not be contacted until applicant is advised).

The uploaded *.pdf* file should be named, “Last name, first name.” (E.g., “Doe, Jane.pdf”)

Applications will not be accepted by mail or fax. ***Compliance with these application instructions is a factor expressly considered in the evaluation of the application.***

Candidates selected for an interview will be asked, not required, to complete a [Judicial Branch Employment form \(AO78\)](#). Completion of this form is not considered in the evaluation process.

**Non-Citizen Applicants:** Under federal law, non-citizens may be interviewed and considered for employment in the Office of the Federal Public Defender. Employment offers, however, can only be made to individuals who qualify under one of the exceptions in 8 U.S.C. § 1324b(a)(3)(B). In most cases, this means that an offer of employment cannot be made unless the candidate is a U.S. Citizen, or a lawful permanent resident who is seeking U.S. citizenship as described here: <https://www.uscourts.gov/careers/search-judiciary-jobs/citizenship-requirements-employment-judiciary>

**THE FEDERAL PUBLIC DEFENDER IS AN EQUAL OPPORTUNITY EMPLOYER.**

We are committed to fostering a diverse and inclusive work environment. We believe in supporting people to do their best work and thrive as we build a diverse, equitable, and inclusive practice. We provide equal employment opportunities to all applicants without regard to race, ethnicity, religion, age, sex, national origin, disability status, genetics, sexual orientation, protected veteran status, gender identity or expression, or any other characteristic protected by law.

*Applicants will only be contacted if selected for an interview. The position will remain open until filled by the Federal Public Defender.*