

**FEDERAL DEFENDERS
MIDDLE DISTRICT OF ALABAMA
FEDERAL DEFENDER PROGRAM, INC.**
817 S. COURT STREET
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CHRISTINE A. FREEMAN
Executive Director

POSITION ANNOUNCEMENT
TRIAL Unit Investigator

The Middle District of Alabama Federal Defender Program, Inc., in Montgomery, Alabama, is accepting applications for an opening for the full-time position of Investigator, to participate in providing representation to people accused of federal crimes in the twenty-three southeastern counties of Alabama. This office is a non-profit corporation providing legal representation to indigent persons in federal criminal cases and on matters in federal court. This position is contingent upon approval by the funding source.

Duties of this position will include work on assigned cases. General areas of responsibility include the duties to locate and interview witnesses, experts, family members, law enforcement personnel, and others with knowledge of case or client; locate, gather and organize records, documents, personal property, tangible evidence and other potential exhibits; review and analyze case documentation; serve subpoenas; visit crime scenes; establish and maintain a good working relationship with individuals and agencies that interact with office; prepare comprehensive descriptive written reports; testify in court as required; use computer software and hardware, cameras, tape recorders, and other equipment for case files and litigation; assist attorneys and other office staff in preparation for court proceedings; and other duties as assigned.

Knowledge of the principles and purposes of mitigation is important. Other applicable experience includes but is not limited to criminal justice, sociology, anthropology, journalism or investigative journalism. Additional requirements and qualifications are experience in criminal investigation or information gathering; excellent writing skills; computer proficiency; ability to communicate and work well with others; demonstrated interest in criminal justice, commitment to obtaining justice for indigent persons; and ability to perform each of the tasks associated with this position. Education may be substituted for some experience. A variety of prior experience, including in non-legal fields, would be helpful. Applicants must have a driver's license, access to a car, and appropriate motor vehicle insurance. This position requires considerable resourcefulness; creativity; initiative and drive; ability to analyze and evaluate facts, evidence and related information; tact and discretion. This position requires extensive travel, including overnight and out of state.

Employees of this program may not engage in other full-time employment or litigation assistance for hire. Minimum salary for this position starts at \$53,000, but final salary will depend on experience. This office provides excellent benefits. To apply, send a letter describing your interest in the position, a resume, and appropriate references to: Christine A. Freeman, Executive Director, Office of the Federal Defender for the Middle District of Alabama, 817 S. Court Street, Montgomery, Alabama 36104. Do not telephone regarding the position.

Hiring is dependent on the appropriation of funding and consultation with the funding provider. This program is an Equal Opportunity Employer and welcomes applications from all qualified people, regardless of gender, race, age, ethnicity, national origin, sexual orientation, English as a second language, religion, or disability.