

FEDERAL PUBLIC DEFENDER EASTERN DISTRICT OF LOUISIANA

POSITION ANNOUNCEMENT FOR RESEARCH AND WRITING ATTORNEY

The Federal Public Defender Office for the Eastern District of Louisiana is now accepting applications for the position of Research and Writing Attorney. The Defender Office 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 in the federal courts. The duty station will be New Orleans, Louisiana. Filling this position is contingent upon availability of funds.

The Research and Writing Specialist provides advanced research and writing services to assistant federal defender (AFD) staff on trial and appellate cases. The individual in this position must be an attorney and a member in good standing of a state bar. A minimum of 2 years criminal experience preferred. The Research and Writing Specialist writes briefs, motions, petitions for certiorari, and legal memoranda for review by the Defender and staff attorneys. General duties include examining, analyzing and researching records and issues; performing legal research and preparing legal documents; assisting AFD staff with all aspects of case preparation, training and continuing legal education and supervision of other research staff as appropriate. The outside practice of law is prohibited.

Candidates must demonstrate excellent oral and written communication skills; computer literacy (Windows and WordPerfect), and must be able to take direction and work independently. Applicants must also possess good judgment; initiative; resourcefulness; tact; and a commitment to the representation of indigent persons accused of federal crimes.

This is a full-time position and federal salary and benefits apply. Starting salary will commensurate with experience. Position is subject to electronic funds transfer of bi-weekly pay. Applicants will be subject to a background check. Equal Opportunity Employer. Please send cover letter; resume, writing sample and three (3) business references, Research and Writing Specialist, Federal Public Defender's Office, 500 Poydras Street, Suite 318 New Orleans, LA 70130. No phone call, emails or facsimiles will be accepted. Only those applicants selected for interviews will be contacted.