

**FEDERAL PUBLIC DEFENDER
DISTRICT OF NEW MEXICO**

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POSITION ANNOUNCEMENT
Research and Writing Attorney – Las Cruces
2022-13

The Federal Public Defender for the District of New Mexico is seeking a full time, experienced Research and Writing Attorney in the Las Cruces office. The Federal Public Defender operates under authority of the Criminal Justice Act, 18 U.S.C. § 3006A, and provides legal representation in federal criminal cases and related matters in the federal courts.

Duties & Responsibilities: The Research and Writing Attorney is an attorney position that provides advanced research and writing services to staff attorneys on trial and appellate cases, performs computer assisted legal research, aids in the development of legal strategies, 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 Assistant Federal Defender staff with all aspects of case preparation, maintaining the library, training, continuing legal education and supervision of legal interns as appropriate. ***The Research and Writing Attorney does not ordinarily make court appearances but can sign briefs with the trial attorney if admitted to the 10th Circuit.***

Qualifications: Minimum qualifications include graduation from an accredited law school, admission to practice in good standing before the highest court of a state. A working knowledge of federal criminal law and procedure are preferred. Candidates must be able to analyze legal issues from lengthy, complex records, write clearly and concisely, and have strong computer automation skills. Prior appellate writing experience, law review membership or a judicial law clerkship are desirable. Research and Writing Attorneys may not engage in the private practice of law.

Salary and Benefits: This position is full time with a comprehensive benefits package that includes: health and life insurance, vision and dental benefits, flexible spending accounts, paid time off, sick leave, leave for all federal holidays, participation in the Federal Employees' Retirement System, and participation in the Thrift Savings Plan with up to 5% government matching contributions. Salary is dependent upon qualifications and experience, but ranges from a JSP 9-15 (\$54,727 to \$131,178 annually, depending on experience). Salary is payable only by electronic funds transfer (direct deposit).

Conditions of Employment: This is a sensitive position and appointment to the position is contingent upon the successful completion of a background check and/or investigation, including an FBI name and fingerprint check. All employees must be fully vaccinated for Covid-19 and provide proof of such prior to entrance on duty. Employees will be required to stay up-to-date and comply with the current and ongoing recommendations by the CDC and/or New Mexico Department of Healthy regarding Covid-19 vaccinations and boosters. Employees of the Federal Public Defender are members of the judicial branch of government and are considered "at will." You must be a U.S. citizen or person authorized to work in the United States and receive compensation as a federal employee.

Application Information: In one PDF document, please submit a statement of interest, detailed resume of experience, and three references to:

Margaret Katze, Federal Public Defender

FDNM-HR@fd.org

Reference **2022-13** in the subject.

Writing samples will be required only from those selected for interview. **Applications must be received by January 18, 2023.** Positions will remain open until filled and are subject to the availability of funding.

The Federal Public Defender operates under the authority of the Criminal Justice Act, 18 U.S.C. § 3006A. The Federal Public Defender is an equal opportunity employer. We seek to hire individuals who will promote the diversity of the office and federal practice.

**No phone calls please. Submissions not following this format will not be considered.
Only those selected for interview will be contacted.**