

OFFICE OF THE FEDERAL PUBLIC DEFENDER WESTERN DISTRICT OF OKLAHOMA



POSITION ANNOUNCEMENT

ASSISTANT FEDERAL PUBLIC DEFENDER – CRIMINAL DEFENSE UNIT

The Federal Public Defender for the Western District of Oklahoma is accepting applications for the position of Assistant Federal Public Defender (AFPD) in the Criminal Defense Unit. The Federal Public Defender operates under authority of Title 18, United States Code, Section 3006A(g)(2)(A), to provide legal services by court appointment to individuals unable to afford counsel. We stand for persons accused of criminal offenses in federal criminal proceedings throughout the Western District of Oklahoma.

Job Description: The AFPD will advocate for clients charged with criminal offenses or involved in pre- or post-conviction proceedings in the United States District Court and in the United States Court of Appeals for the Tenth Circuit. The position requires managing cases at various stages of litigation; preparing pleadings, briefs, and motions; appearing in court hearings and at other related proceedings; developing litigation strategies; meeting with clients, experts, witnesses, and family members; developing sentencing strategies and mitigation plans, perfecting and pursuing appeals; and performing other duties as assigned. The AFPD will uphold every client's constitutional rights during investigation, trial, sentencing, and appeal. They will advocate by collaborating with investigators, paralegals, and other Federal Defender staff to achieve client-centered goals and develop both trial defenses and mitigation evidence.

We are looking for a team-oriented lawyer with strong research and writing skills prepared to defend individuals facing a variety of federal crimes. The applicant should have excellent interpersonal skills and be able to communicate effectively with clients, witnesses, colleagues, as well as court and agency personnel as part of their employment. The position seeks trial experience, oral advocacy, the ability to prioritize, and work independently and cooperatively. Work outside normal business hours is sometimes required, as is travel throughout our district and out-of-district travel. Telework is possible but limited by case-related, in-person responsibilities. The AFPD must be available to appear in the district court routinely and to meet with clients at county jails and prison facilities within a 200-mile radius.

Requirements: To qualify, an applicant must be a graduate of an accredited law school, admitted to practice, and in good standing before a state's highest court. Applicant must have an established ability or proven aptitude for excellence in criminal defense practice, including trial work. A commitment to the representation of indigent accused persons and a reputation for personal and professional integrity are likewise necessary. Trial experience and strong research and writing skills are preferred but other related experience may be considered.

Salary and Benefits: This is a full-time position. Salaries are based upon federal pay schedules and commensurate with the number of years of legal experience in criminal matters. This is an at will, excepted service position. It does not carry the tenure rights of competitive Civil Service. Full federal benefits are available, including participation in health and life insurance, Federal Employees Retirement System (FERS), and the Thrift Savings Plan (TSP). Salary is payable only by Electronic Funds Transfer (direct deposit).

Commitment to Diversity, Equity, & Inclusion: Our office values diversity, and is committed to equity and inclusion. The FPD seeks applications from a diverse group of qualified individuals in terms of race, ethnicity, nation of origin, culture, sex, gender identity and expression, sexual orientation, languages spoken, veteran status, disability, and religion. We encourage applications from members of the BIPOC community, people affected by the criminal legal system, and people from other underrepresented and historically marginalized groups. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency.

How to Apply: Qualified persons may apply by sending via email a letter of interest, resume, three references, and representative writing sample as a single PDF document. Applicable experience should be specifically described. Send completed application in PDF format to: zack_pan@fd.org.

Deadline: Until position is filled.

The Federal Public Defender Organization follows an Employee Dispute Resolution Plan approved by the United States Court of Appeals for the Tenth Circuit. We are an Equal Opportunity Employer committed to quality representation, diversity, and inclusion.