

**OFFICE OF THE FEDERAL PUBLIC DEFENDER
NORTHERN DISTRICT OF FLORIDA**

POSITION ANNOUNCEMENT

**CAPITAL HABEAS UNIT
RESEARCH AND WRITING SPECIALIST**

The Office of the Federal Public Defender for the Northern District of Florida is accepting applications for the position of Research and Writing Specialist in the Capital Habeas Unit, located in Tallahassee, Florida. The position is subject to approval of funding. The unit represents death-sentenced prisoners in federal habeas corpus proceedings. Salary will be based on experience, consistent with federal rules and regulations.

We are a new capital habeas unit facing unique challenges. While we have accomplished much so far, colleagues who join now will be part of the core group creating our unit's culture going forward. Florida has one of the three largest death rows in the United States.

R & W Specialists provide advanced legal research and writing services and assist with case development. Working under the supervision of the unit chief, the duties of our specialists include analyzing the latest developments in habeas corpus and criminal law and procedure; disseminating this knowledge within and outside of the unit; drafting petitions, motions, memoranda of law, and appellate briefs; analyzing and researching transcripts and other records; maintaining client contact; assisting with case investigation by gathering records, traveling, meeting with witnesses, and working with expert witnesses; and consulting with non-unit attorneys and investigators who seek our assistance.

Applicants must possess strong legal research and writing skills. Former federal judicial clerks and staff attorneys are strongly encouraged to apply. Some experience in one of the following areas is helpful: capital litigation, federal habeas corpus litigation, state postconviction proceedings, appellate practice and procedure, criminal defense, or complex federal court civil or criminal litigation. A background in mental health and/or social work is also helpful but not required. Bar admission and good standing in a state bar, including the District of Columbia, are required. Office staff must reside in the general area of Tallahassee, Florida.

Employment is conditioned upon a favorable background check.

Applicants should email a cover letter, resume, two writing samples, and at least three references (in .pdf format) to faye_wayland@fd.org. The application deadline is July 31, 2018, but early applications are strongly encouraged.

The Office of the Federal Public Defender for the Northern District of Florida is an equal opportunity employer. Individuals from minority groups are encouraged to apply.