

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

**POSITION ANNOUNCEMENT**

***ATTORNEY – CAPITAL HABEAS UNIT***

The Office of the Federal Public Defender for the Northern District of Florida is accepting applications for a Research & Writing Specialist position in the Capital Habeas Unit, located in Tallahassee, Florida. The CHU represents death-sentenced prisoners in federal habeas corpus proceedings.

**CHU Values:** We value serving our clients through skilled collaboration, compassionate advocacy, and creativity. We value having a staff that reflects the community we are serving and encourage people from diverse backgrounds to apply. We value working with resiliency, initiative, and enthusiasm.

**Description:** CHU Attorneys provide advanced legal research, writing, and case development advocacy. The duties of our attorneys include analyzing the latest developments in habeas corpus and criminal law and applying this knowledge to develop case strategies; drafting petitions, motions, memoranda of law, and appellate briefs; analyzing transcripts and other records; maintaining client contact; assisting with case investigation by digesting records and interviewing witnesses; and working with expert witnesses.

**Qualifications:** Applicants must possess excellent legal research and writing skills and a strong work ethic. A minimum of two years of experience in one of the following areas is preferred: capital litigation, federal habeas corpus litigation, state postconviction proceedings, appellate practice and procedure, criminal defense, or complex federal civil or criminal litigation. Former federal judicial clerks and staff attorneys are encouraged to apply. 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.

Maturity, good judgment, and the ability to treat others with respect in times of high stress are necessary for this position. Empathy and dedication to the cause of our clients are essential traits.

The willingness to engage in overnight travel and work long and non-traditional hours is required, as is a valid driver's license.

**Application Process:** To apply for a Research & Writing Specialist position, applicants should email a cover letter, resume, two writing samples, and three references (in .pdf format) to [FLN\\_Resumes@fd.org](mailto:FLN_Resumes@fd.org). **The position will remain open until filled, but early applications are strongly encouraged. Applications will be reviewed on a rolling basis.** Employment is conditioned upon a favorable background check. Salary will be based on experience, consistent with federal rules and regulations.

The position is subject to approval of funding. Multiple positions may be hired from this posting.

**Questions:** If you have any questions, please feel free to email Kimmy Sharkey, Assistant CHU Chief ([kimberly\\_sharkey@fd.org](mailto:kimberly_sharkey@fd.org)), Terri Backhus, CHU Chief ([terri\\_backhus@fd.org](mailto:terri_backhus@fd.org)), or Sean Gunn, CHU Appeals Coordinator ([sean\\_gunn@fd.org](mailto:sean_gunn@fd.org)).

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. To be eligible for hiring, an applicant must be a U.S. Citizen or a lawful permanent resident, who is eligible to work in the U.S. and is either currently seeking U.S. Citizenship or intends to become a U.S. Citizen when eligible, or must otherwise meet the citizenship requirements for employment. See <https://www.uscourts.gov/careers/search-judiciary-jobs/citizenship-requirements-employment-judiciary>.