

POSITION ANNOUNCEMENT

Investigator

POSITION #: **2020-01 INVESTIGATOR**

ANNOUNCED: **September 9, 2020**

CLOSES: **Priority given to applications received by October 9, 2020**

The Office of the Federal Public Defender for the Western District of Washington (FPD) is accepting applications for a full-time, Criminal Defense Investigator in our Seattle office. The investigator will be expected to provide investigation services for our clients charged with criminal offenses or involved in post-conviction proceedings in the United States District Court for the Western District of Washington and the United States Court of Appeals for the Ninth Circuit. This position will provide an opportunity to work in a fast-paced, challenging, diverse, and rewarding environment.

OUR ROLE AND MISSION

The FPD is a law office that provides legal representation to persons charged with committing federal crimes who cannot afford to hire an attorney. We are appointed to represent accused persons precharge, upon arrest, and through completion of all appeals and federal habeas corpus review. The FPD operates under the authority of the Criminal Justice Act and by appointment from the Court.

We aspire to create an environment of mutual respect and collaboration, and to cultivate a culture of acceptance and connectedness that honors the diverse backgrounds of the people we represent. We work together to uphold every person's right to be presumed innocent and to receive a fair sentence if convicted. We provide a vigorous defense at trial and, if our client is convicted, at sentencing and on appeal. We advocate for humane sentences by developing mitigation evidence and presenting judges with fully developed views of our clients and their lives, not merely their charges.

COMMITMENT TO DIVERSITY AND EQUITY

We value diversity and a commitment to equity, and we believe better representation occurs when members of the defense team have diverse backgrounds and experiences. We seek an investigator who shares our office's commitment to providing the best possible representation to our clients. In recruiting members of our team, we welcome the full spectrum of humanity. We embrace the unique contributions that you can bring to the FPD because of your background, identity, and personal experiences.

The FPD encourages applications from all qualified individuals and seeks a diverse pool of applicants in terms of race, ethnicity, nation of origin, culture, sex, gender identity and expression, sexual orientation, education, opinions, age, languages spoken, veteran's status, disability, religion, and socio-economic circumstance. We are interested in your talent, intelligence, dedication, persistence, and desire to see all people treated fairly and respectfully, no matter the allegation or circumstance. We especially encourage applications from Black, Indigenous, and people of color (BIPOC), people who have been affected by mass incarceration, and people from other underrepresented and historically marginalized groups.

JOB DESCRIPTION

Investigators provide investigation for our clients under the direction of the case attorney, investigator supervisor, and the Federal Defender. We hope to find an investigator with experience working as a member of the defense team advocating for people accused of committing a crime; a desire to stand up for those with few resources, and the demonstrated ability to do so in the face of considerable power and

influence; to the humanity in the people accused, even when the evidence against them appears strong; considerable resourcefulness, initiative, creativity, and compassion.

Responsibilities include investigating cases at varying stages of litigation; reviewing and analyzing large volumes of information from discovery and case documents; locating and interviewing witnesses and clients; conducting background investigations; researching relevant subject matter; gathering, organizing, and maintaining case materials from a wide variety of sources; reporting information gathered from interviews and investigation to case attorneys; identifying subject matter experts and assisting with hiring and working with experts; documenting events, scenes, and items through diagrams, still photography, screen capture, and video and audio recording; serving subpoenas; preparing demonstrative evidence and exhibits for pleadings, hearings, and trials; coordinating witnesses for hearings; and assisting attorneys at those hearings; testifying at hearings and trial; and preparing declarations.

The successful candidate must have a minimum of three years of investigative experience and three years of general experience and possess a working knowledge of investigative principles, practices, methods and techniques. A college degree or the equivalent is preferred. We encourage applications from people who do not possess a college degree but have equivalent employment experience. (Please see Investigator Job Description for more information about experience and education). Computer litigation support experience, and familiarity with Western Washington are preferred. **Spanish fluency is a plus.** Knowledge of and experience working in and with tribal courts or within Native American communities is a plus. Essential for this position are the abilities to manage a challenging caseload; set and meet deadlines; organize case materials; determine priorities; travel within the United States and internationally; work flexible hours; possess a reputation for integrity; work in a team environment and independently; have the ability to assess and safely work within potentially dangerous environments; have excellent oral and written communication and people skills; be proficient in technology and social media; possess a valid driver's license and be able to drive (including long distances).

The position has federal benefits and a starting salary range of \$65,014 to \$109,500 with potential for promotion. The salary will be based on education and years of relevant experience consistent with federal guidelines and regulations. This position is dependent of federal funding and subject to mandatory Electronic Funds Transfer (direct deposit). The anticipated start date for this position is four months after the offer is accepted. Employment will be provisional pending the successful outcome of a background fingerprint check. A prior criminal conviction is not necessarily disqualifying.

To apply, please email a letter of interest, resume and two work references (including names, addresses, and telephone numbers). Please record the position number in the email subject line. A confirmation reply to the application will be sent to the email address used. Only those who receive an interview will be contacted again. This position will remain open until filled. Applications will only be accepted by email to:

Michael Filipovic
Federal Public Defender
Attn: Human Resources
wawpersonnel@fd.org

NO TELEPHONE OR EMAIL INQUIRIES PLEASE.

The FPD is an equal opportunity employer and values diversity in the workplace.