



**FEDERAL PUBLIC DEFENDER
WESTERN DISTRICT OF NORTH CAROLINA**

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**Position Announcement
Mitigation Specialist / Investigator (Capital Habeas Unit)
Charlotte, North Carolina**

Posted: May 20, 2024

Closing date: Applications received by June 10, 2024, will receive priority consideration. The position will remain open until filled. The selected candidate must report during this fiscal year (no later than September 23, 2024).

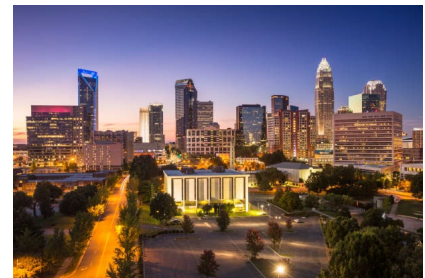
The Federal Public Defender for the Western District of North Carolina seeks a Mitigation Specialist/Investigator for the Capital Habeas Unit for the Fourth Circuit (“the CHU”) in Charlotte, North Carolina.

This regional CHU represents indigent prisoners under state and federal sentences of death imposed within the Fourth Circuit’s appellate jurisdiction. We have an active caseload in the United States District Court for South Carolina, the three United States District Courts for North Carolina, the Fourth Circuit Court of Appeals, and the Supreme Court of the United States.

Job Description: The Mitigation Specialist/Investigator will assist with the full scope of our work, which includes all stages of federal habeas corpus proceedings, as well as stay litigation, competency proceedings, method of execution challenges, and executive clemency. Core duties include: assisting attorneys in investigating and developing clients’ life history evidence in support of a sentence less than death; identifying other avenues of investigation and conducting relevant interviews; conducting culturally-competent interviews of the clients, their families, and any other persons knowledgeable about the clients’ life history or family history; reviewing, analyzing, and organizing voluminous case files and other documents; identifying and initiating new areas of investigation; gathering and assessing documentary and other evidence; drafting documentary evidence, such as memoranda, affidavits, genealogies, and social history reports; working with experts; serving subpoenas; maintaining familiarity with corrections’ procedures and developing rapport with corrections’ personnel; and assisting with hearings. The Mitigation Specialist/Investigator will work collaboratively with paralegals and under the supervision of an attorney. We anticipate all members of a case team will contribute to discussions of case strategy. The position requires extensive overnight travel and work outside of business hours, including weekends and holidays.

About Us: We are committed to excellence and the quest for justice of the indigent accused, focusing on our clients’ needs with innovation, passion, and through dynamic advocacy.

Our office is based in [Charlotte](#), a compact and thriving city in the Carolina Piedmont. Charlotte offers expansive parks and greenways, premier theatre and concert venues, outstanding restaurants, professional sports, and an innovative public school system. It’s also within easy reach of the Carolina coast and the Blue Ridge and Smoky Mountains.



Our vision is client-centered: Advocacy requires engaging with every aspect of our clients’ lives. We will defend our clients with purpose, compassion, and courage; identifying inequities that deny them of freedoms, drive their prosecutions, and inflate their sentences. We will work to reform the criminal legal system that is too often blind to these realities. We will partner with

those who serve our community to help secure a future for our clients and their families. And we will strive to provide aid to and set an example for the present and future generations of our professions.

We recognize that we cannot serve the distinct needs of our clients without assembling a diverse team of dedicated professionals who work and advocate collaboratively on their behalf. We welcome applicants of any race, color, religion, ethnicity, national origin, sexual orientation, gender, gender identity or expression, disability, age, and status. We are committed to ensuring an inclusive and equitable workplace. Click [here](#) for more information about our office.



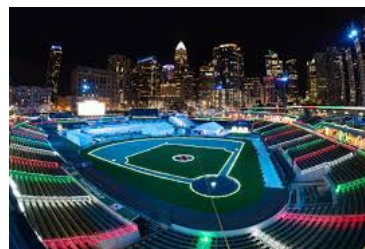
Requirements: The Mitigation Specialist/Investigator must have experience relevant for the investigation and development of mitigating evidence, preferably in capital trial or post-conviction cases. The ability to communicate effectively and build relationships with clients and client families is fundamental, as is a commitment to indigent defense. Candidates must have experience interviewing witnesses, excellent oral and written communication skills, and an affinity for teamwork. The Mitigation Specialist/Investigator should have familiarity with the diagnostic criteria for mental health disorders and have experience working with persons who suffer from mental illness, intellectual disability, mood disorders, and other disabilities. A college degree is required. A post-secondary degree in social work, psychology, or another relevant field is preferred. At least two years of relevant experience is required. The Mitigation Specialist/Investigator must have proficiency with electronic investigative tools and technology, Word and other Windows-based computer applications, and organizational software programs. Familiarity with court systems and the course of federal and state post-conviction litigation is helpful. Applicants must possess a valid driver's license and own or operate a personal, insured vehicle for business purposes.

Salary and Benefits: Salary is commensurate with experience and qualifications. This is Excepted Service Employment with federal government employment benefits, including health and life insurance, retirement, and the Thrift Savings Plan. Salary is payable only by Electronic Funds Transfer (direct deposit).

Conditions of Employment: The employee will be located in the Charlotte office full-time, less a reasonable telework schedule. All application information is subject to verification. Applicants must be United States citizens, or persons authorized to work in the United States. Appointment is subject to a satisfactory background investigation including an FBI fingerprint check. A prior criminal conviction is not necessarily disqualifying. Employees are members of the judicial branch and considered "at will" employees. Travel by personal vehicle may be required.

How to Apply. Qualified persons should submit a letter of interest, résumé and a sample report or memorandum. in .pdf format to:

Amanda Buckner, Personnel Administrator
WDNCAapplication@fd.org
Subject: Mitigation Specialist/Investigator - CHU



We welcome requests for accommodations from applicants with disabilities. Please submit any such requests to WDNCAapplication@fd.org.

Interviews will be conducted in person or virtually.

The Federal Public Defender is an Equal Opportunity Employer