

# POSITION ANNOUNCEMENT

Research & Writing Specialist  
Federal Public Defender  
Northern and Southern Districts of Mississippi  
Jackson

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THE FEDERAL PUBLIC DEFENDER is accepting applications for the position of research and writing specialist to be stationed in **Jackson**. The federal defender organization operates under authority of the Criminal Justice Act, 18 U.S.C. § 3006A, to provide defense services in federal criminal cases and related matters by appointment from the court. The defender organization has staffed offices in Jackson, Gulfport, and Oxford.

**Requirements:** A research and writing specialist must be: (1) a graduate of an accredited law school, and admitted to practice in good standing before the highest court of a state; (2) licensed to practice in the U.S. District Court for the Southern District of Mississippi by the time of entrance on duty; and (3) licensed to practice law in the State of Mississippi, or must become so licensed at the earliest opportunity after entrance on duty. Appointment is subject to a satisfactory background investigation.

**Duties:** The research and writing specialist drafts motions, memoranda, petitions, and briefs to be filed in the U.S. District Court, the U.S. Court of Appeals, and the U.S. Supreme Court. The specialist also consults with the assistant defenders on legal issues arising in motion practice, evidentiary hearings, trials, and appeals, and on general advice to clients. The specialist also performs general paralegal duties, case management, calendaring, and other duties as assigned.

**Selection Criteria:** The successful applicant will have an established capacity or clearly demonstrated aptitude for excellence in criminal defense practice, a commitment to the representation of indigent accused persons, and a reputation for personal integrity. Experience in handling federal criminal cases including the federal sentencing guidelines is preferred.

**Salary and Benefits:** The starting salary for a research and writing specialist is based upon qualifications and prior legal experience ranging from grade JSP-9, producing \$54,727. per year, to grade JSP-15, producing \$131,178. per year. The position includes regular Government employment benefits including health and life insurance, retirement, and the Thrift Savings Plan. Salary is payable only by Electronic Funds Transfer (direct deposit).

**How to Apply:** Qualified persons may apply by forwarding a letter of interest, résumé, and representative writing sample in one attachment by email to Dean Applegate, Administrative Officer at dean\_applegate@fd.org

No telephone inquiries please. Position announced June 7, 2022; **open until filled**.

*The Federal Public Defender is an equal-opportunity employer.*