

## ASSISTANT FEDERAL PUBLIC DEFENDER RESEARCH AND WRITING ANNOUNCEMENT

The Office of the Federal Defender for the Eastern District of Missouri is accepting applications for the position of **Assistant Federal Public Defender, Research and Writing** to be located in their **St. Louis, Missouri** office. The federal defender organization operates under authority of the Criminal Justice Act, 18 U.S.C. § 3006A, to provide legal defense services of the highest quality to indigent persons in federal criminal cases and related matters in the federal courts.

**Requirements:** Applicants must be a graduate of an accredited law school and an active member in good standing of the bar in any state, territory, or possession. A demonstrated proficiency in legal research and writing as well as a commitment to representation of indigent persons, poverty law, or other relevant experience is required to provide advanced research and writing services to the federal defender litigation staff. Excellent writing ability as well as the talent to understand and manage complex factual and legal issues are essential. Duties include staying abreast of the latest developments in case law and criminal procedure; disseminating this knowledge to the litigation staff; drafting motions, petitions, appellate briefs and legal memorandum in the federal courts; analyzing and researching records; client contact and correspondence.

Candidates must be team players, self-starters and effective communicators. Advanced computer assisted research skills, knowledge of Microsoft Word software, and time management skills are essential.

**Conditions of Employment:** Appointment to this position is contingent upon the successful completion of an FBI name and fingerprint check. Federal Public Defender employees are members of the judicial branch of the government and are considered “at will”. This position is in the excepted service and does not carry the tenure rights of the competitive Civil Service. You must be a U.S. citizen or person authorized to work in the United States. Salary is payable only by Electronic Funds Transfer (direct deposit).

**Salary and Benefits:** Salary commensurate with experience and guidelines set by judiciary policy. This position is full-time with a comprehensive benefits package that includes health and life insurance, vision and dental benefits, flexible spending accounts, paid time off, sick leave, paid leave for all federal holidays, and participation in the Federal Retirement System and Thrift Savings Plan.

**How to Apply:** Qualified persons may apply by sending a cover letter describing your experience, resume, three references, and recent writing sample by electronic mail with the subject line **RESEARCH AND WRITING APPLICATION** to:

**Ereka\_Tosh@fd.org**

Applications to be considered must be received by December 22, 2022. Incomplete or improperly submitted applications will not be considered. Relocation allowances will not be paid. Only those selected for an interview will be contacted. **NO PHONE CALLS, PLEASE.**

*The Federal Public Defender for the Eastern District of Missouri is an Equal Opportunity Employer.  
Women & minorities are strongly encouraged to apply.*

*This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency.  
The decision on granting reasonable accommodation will be on a case-by-case basis.*