

FEDERAL DEFENDER OFFICE
Metropolitan Justice Center of Southeast Michigan
613 Abbott Street, 5th Floor
Detroit, Michigan 48226
Telephone: (313) 967-5542 - Fax: (313) 962-0685

INVESTIGATOR POSITION AVAILABLE

The Federal Defender Office, a division of the Metropolitan Justice Center of Southeast Michigan, is now accepting applications for the position of **Investigator** at our Flint Branch Office. The Federal Defender Office provides court-appointed legal representation to indigent defendants unable to afford counsel in the U.S. District Court for the Eastern District of Michigan.

The position involves assisting staff attorneys in the work up of a case, litigation strategies, and in trial preparation; locating and interviewing clients, family members and witnesses; obtaining documents; gathering case-related evidence, reports and records; serving subpoenas; photographing, videotaping and sketching crime scenes; and reviewing and analyzing discovery and other case documentation. Applicants must be street savvy and be able to work in a team approach. Mitigation experience highly desirable. Proficiency in computer applications and graphics, including but not limited to Word, Excel, Adobe Acrobat and Power Point, is required, as well as the ability to prepare comprehensive and descriptive reports and testify effectively at trial. It is expected that the investigator will keep current on new developments in litigation support technology and recommend additions and modifications to current software.

Must be a high school graduate or equivalent and have a minimum of six years investigative experience, preferably in criminal defense, with a comprehensive knowledge of the federal and state court systems, a basic understanding of criminal law, procedure and evidence, as well as a valid driver's license, proof of insurance, reliable transportation, and the skills and ability to execute the duties of the position. Extensive travel throughout the State of Michigan required. Candidate must be a U.S. citizen and eligible to work in the United States.

Salary negotiable, depending on experience.

Please submit a hard copy of resume and cover letter to the following address, or send an email to mie_fdoresumes@fd.org.

Federal Defender Office
Attn: Investigator Position
613 Abbott Street, 5th Floor
Detroit, Michigan 48226

Position open until filled. **NO PHONE CALLS.** EOE.