

**Federal Public Defender
District of the U.S. Virgin Islands**

TEMPORARY POSITION ANNOUNCEMENT 2025-01

Research and Writing Specialist

Submission Deadline: July 1, 2025

The Office of the Federal Defender for the District of the Virgin Islands is accepting applications for a **Temporary Position (one year and a day)** as a Research and Writing Specialist. The position may be renewable based on availability of funding. The Federal Defender, a branch of the United States Courts, operates under authority of the Criminal Justice Act, 18 U.S.C. § 3006A, to provide defense services to indigent persons in federal criminal cases and related matters in the federal courts.

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 Federal Public Defenders on legal issues arising in motion practice, evidentiary hearings, trials, and appeals, and on general advice to clients. **Pending Circuit approval, this position may be converted to an Assistant Federal Public Defender position.**

Applicant must be a law school graduate and an active member in good standing of the bar in any state. Must have at least three (3) years of demonstrated and documented experience. 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. Applicant must possess excellent research, writing and oral advocacy skills, experience in computer-assisted legal research, and the ability to understand and manage complex factual and legal issues. Applicant must also possess the ability to communicate effectively with clients, witnesses, staff, colleagues, and other individuals that they will meet as part of their employment. Experience in handling federal criminal cases including the federal sentencing guidelines is preferred.

The Federal Defender litigates cases in the Division of St. Thomas/St. John and the Division of St. Croix. Must be willing to work flexible hours and travel to court locations, detention facilities in the mainland and Puerto Rico.

The starting salary for a Research and Writing Specialist is based upon qualifications and prior legal experience. This position is excepted service and does not carry the tenure rights of the competitive Civil Service. Benefits include health and life insurance, retirement and the Thrift Savings Plan. This position is subject to mandatory Electronic Funds Transfer (direct deposit) participation for payment of net pay.

To apply send cover letter, resume, three (3) professional references, and a recent writing sample via email to Matthew Campbell, Federal Public Defender at Socorro_Cruz@fd.org.

This position is subject to continued availability of funds.

The Office of the Federal Defender is an Equal Opportunity Employer