



FEDERAL PUBLIC DEFENDER EASTERN DISTRICT OF ARKANSAS

VACANCY ANNOUNCEMENT NO. 2024-03 MITIGATION INVESTIGATOR CAPITAL HABEAS UNIT (CHU)

The Federal Public Defender for the Eastern District of Arkansas is accepting applications for a full-time mitigation investigator in the Capital Habeas Unit (CHU), located in Little Rock, Arkansas. The CHU represents death-sentenced prisoners in federal habeas corpus proceedings in the United States District Court in Arkansas, the United States Court of Appeals for the Eighth Circuit, and the United States Supreme Court.

Requirements: To qualify, a person must be a high school graduate or equivalent and have at least three years of general experience and three years of specialized experience; some higher education may be substituted for specialized experience.

A bachelor's degree is preferred. Our office mission requires that each employee embrace our core values of compassion, courage, competency, creativity, and skilled collaboration. The Applicant must possess strong analytical ability and be able to understand and manage complex factual issues; have strong interpersonal skills and solid oral and written communication skills. While applicants with prior experience conducting mitigation investigation are preferred, all levels of experience will be considered. Individuals with experience in the areas of social work and/or mental health are encouraged to apply. This position is located in Little Rock but will require extensive travel throughout the United States. You must have the ability to work non-traditional hours.

Duties: The duties of the mitigation investigator include case preparation for federal habeas corpus and clemency proceedings. The mitigation investigator will work closely with attorneys, investigators, and other staff to develop the mitigation. Specific responsibilities of the mitigation investigator include, but are not limited to, collecting and reviewing records, interviewing clients and witnesses, and meeting with experts. Other duties include developing social histories and identifying issues that require expert evaluations.

Salary and Benefits: The salary is commensurate with experience, qualifications, and education. Federal benefits apply.

How to Apply: Qualified applicants should email a letter of interest and resume that includes references to Caletta Jones, caletta_jones@fd.org. Documents submitted by **May 24, 2024**, will be given priority consideration. The final candidate will be subject to a background check as required by the United States Courts. Employees are considered at-will and are not covered by the Civil Service Reform Act.

**EQUAL OPPORTUNITY EMPLOYER
NO PHONE CALLS OR FOLLOW-UP EMAILS
POSITION ANNOUNCED APRIL 29, 2024
OPEN UNTIL FILLED**