

DEFENDER SERVICES OFFICE
POSITION ANNOUNCEMENT
ATTORNEY ADVISOR (3 VACANCIES)

This position is located in Legal & Policy Division in the Defender Services Office. The full announcement is available [here](#).

- **Open & closing dates:** 07/09/2021 to 08/09/2021

This job will close when we have received **150 applications** which may be sooner than the closing date. [Learn more](#)

- **Service:** Excepted
- **Pay scale & grade:** AD 00
- **Salary:** \$87,198 to \$163,429 per year
- **Appointment type:** Permanent
- **Work schedule:** Full-time

Responsibilities

This position resides in the Legal and Policy Division (LPD) of the Defender Services Office (DSO). DSO administers the hybrid system of federally appointed counsel consisting of federal defender organizations and private Criminal Justice Act (CJA) panel attorneys. DSO also serves as staff and counsel to the Judicial Conference's Defender Services Committee (DSC). The LPD supports the DSC and the federal defense community by providing legal and policy guidance.

The incumbent will be committed to upholding the Defender Services program mission, which is to ensure that the right to counsel guaranteed by the Sixth Amendment, the Criminal Justice Act (CJA), and other statutory mandates are enforced on behalf of the clients who cannot afford to retain counsel and other necessary defense services. <https://www.uscourts.gov/services-forms/defender-services>

Job duties may include but are not limited to the following:

1. Supporting the work of the Defender Services Committee by writing policy briefings.
2. Preparing written materials on a variety of legal, policy, and resource issues as part of the bi-annual meeting cycle.
3. Staffing regularly scheduled and ad hoc subcommittees of the Defender Services Committee.

4. Responding to requests for information and research from the Chair and members of the Committee.
5. Researching various legal and policy issues affecting the delivery of services under the Criminal Justice Act (CJA) and related statutes.
6. Developing and communicating program policies and guidance through facilitation of stakeholder advisory and working groups.
7. Interpreting policies and guidance related to the Defender Services Committee; consulting with AO court personnel, federal defenders, and panel attorneys to implement related policies and guidance.
8. Responding to telephone and written inquiries from judges and other court personnel, Congress (in coordination with other AO offices), federal defenders, Defender Services Committee panel attorneys, and the public concerning the appointment and payment of counsel and experts in federal capital and non-capital cases and the operation of federal defender organizations.
9. Developing programmatic initiatives to support federal defenders and Defender Services Committee panel attorneys appointed to represent defendants in complex non-capital cases, federal capital habeas corpus proceedings, and federal capital prosecutions.
10. Supporting DSO's leadership and members of the DSO, with data-informed communications to advance public defense advocacy through the development of talking points, presentations at small meetings and large conferences, and other forms of written and oral communications materials.
11. Improving the integration and use of data in policy decisions and communications efforts within DSO, and the LPD.

Travel Required

Occasional travel - You may be expected to travel for this position.

Please see link below to view the full announcement and apply.

<https://www.usajobs.gov/GetJob/ViewDetails/604918500>