



Monica Foster, Chief Federal Defender  
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Sara J. Varner, First Assistant Federal Defender  
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Michael J. Donahoe, Assistant Federal Defender  
Dominic D. Martin, Assistant Federal Defender

The Indiana Federal Community Defender (IFCD) is now taking applications from mitigation specialists with substantial capital experience to join the Capital § 2255 Unit. IFCD is a 501(c)(3) corporation that represents indigent persons in federal court. We are not a federal agency though we do largely follow federal procedures and protocol. This is a full time position and will require substantial travel. IFCD is seeking to fill two of these positions.

The Mitigation Specialist will:

- play an integral role on a team comprised of attorneys, paralegals, mitigation specialists and investigators to represent those charged and convicted in capital cases;
- help in development of issues from the underlying case and strategy for the habeas motion;
- collect, organize, and analyze an in depth array of relevant records concerning the client and other relevant parties including educational, military, medical, mental health, and employment;
- establish and maintain a relationship of trust with clients who frequently suffer from mental illness, intellectual disability, anxiety, and other disabilities;
- engage in frequent client visits;
- interview clients in a culturally competent manner about his or her background and social history;
- interview in a culturally competent manner family, friends, witnesses, and other relevant parties regarding the client's background and social history or other relevant matters and draft declarations related to those interviews when necessary;
- prepare extensive genograms with supporting records and interviews;
- assist attorneys in assessing clients and records for signs and symptoms of mental health disabilities, including intellectual disabilities and assist in selection of expert witnesses for evaluation of same;
- develop and write an in depth social history of client.

The ideal candidate will possess:

- a Master's Degree in Social Work or other commensurate experience;
- substantial experience with capital mitigation investigations, including the development of defense mitigation presentations in capital trials, post-conviction cases, or federal habeas corpus cases;

- excellent oral and written communication skills, interpersonal skills, and the ability to work well with others in high stress, team-based, multi-disciplinary environment;
- a valid Indiana driver's license and be willing to engage in frequent and extended travel, both in and out of state;
- willingness to visit and develop long term relationships with incarcerated persons;
- a passionate commitment to death penalty litigation;
- knowledge of signs and symptoms of mental health issues, including intellectual disabilities and childhood trauma;
- willingness to work irregular hours to meet the needs of clients and their families, when necessary;
- willingness to strive at all times toward cultural competence.

Salary will be based upon experience, education, and skill consistent with federal guidelines and regulations. We are proud to offer an excellent benefit package.

Application for this position may be made by sending a resume and writing sample to: Sara Varner: [sara.varner@fd.org](mailto:sara.varner@fd.org). You must put "Capital Habeas Mitigation Specialist" in the subject line of your email in order to be considered.

Position open until filled. NO PHONE CALLS PLEASE.

**The IFCD is an equal opportunity employer.  
Women and minorities are encouraged to apply.**