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Attorney Advisor

JUDICIAL BRANCH

Administrative Office of the U.S. Courts

Open & closing dates

🕒 06/06/2018 to 07/06/2018

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Salary

\$96,970 to \$164,200 per year

Pay scale & grade

AD 00

Work schedule

Full-Time

Appointment type

Permanent

Location

1 vacancy in the following location:

📍 **District of Columbia, DC**

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Relocation expenses reimbursed

No

This job is open to

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The public

U.S. citizens, nationals or those who owe allegiance to the U.S.

Clarification from the agency

This job is open to all U.S. citizens

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Announcement number

18-DPS-10197332

Control number

497753300

Duties

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Summary

The incumbent of this position will serve in the Training Division of the Defender Services Office. The Defender Services Office administers the Federal appointed counsel program consisting of Federal public defender and community defender organizations and private panel attorneys. The Defender Services program operates pursuant to the Criminal Justice Act (CJA), 18 U.S.C. § 3006A.

[Learn more about this agency](#)

Responsibilities

Responding to "hotline" inquiries from attorneys appointed pursuant to the Criminal Justice Act (CJA), relating to all aspects of representing a client in a federal criminal case.

Preparing written materials for distribution at national, regional, and local training programs or for posting on the branch's website.

Planning and coordinating national, regional, and local training programs for CJA panel attorneys.

Assisting with the planning of core training programs for federal defender organizations.

Serving as faculty at national, regional, and local training programs.

Exploring and implementing the use of distance learning tools to supplement traditional in person training.

Monitoring legislation of relevance to criminal defense representation.

Monitoring United States Supreme Court decisions and grants of certiorari.

Managing the content of the Training Division website, www.fd.org.

Coordinating moot courts for attorneys and federal defenders with cases scheduled before the United States Supreme Court and

Performing other substantive and administrative activities related to the duties listed above.

Travel Required

Occasional travel - Less than 35%.

Supervisory status

No

Promotion Potential

00

Job family (Series)

0905 Attorney

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