POSITION ANNOUNCEMENT 27-02

**Supervisory Attorney | Norfolk, VA**

Office of the Federal Public Defender
Eastern District of Virginia

The Office of the Federal Public Defender for the Eastern District of Virginia is accepting applications for a Supervisory Assistant Federal Public Defender (SAFPD) in our Norfolk office.[1] Pursuant to the Criminal Justice Act, 18 U.S.C. § 3006A, the office provides legal representation to indigent defendants in federal criminal cases and related matters**.**

The SAFPD will represent clients in federal court at every stage of the federal criminal process, prepare written submissions, work collaboratively with other attorneys and staff, conduct client interviews and direct defense investigation in the representation of indigent federal criminal defendants in the Norfolk and Newport News divisions of the Eastern District of Virginia. In addition to providing zealous, professional legal representation to clients, the SAFPD supervises the Norfolk location's day-to-day operations. The SAFPD serves under the Federal Public Defender (FPD) and the First Assistant FPD (FAFPD) as the direct supervisor to more than twenty staff members of the Norfolk branch office of the Federal Public Defender for the Eastern District of Virginia. While the SAFPD must be responsible for carrying a caseload commensurate with other attorneys in the office, consistent with the directives of the FPD, the SAFPD must ensure that the Norfolk office complies with all administrative responsibilities required of a branch FPD office, provides high quality representation to all clients of the office, and serves as a resource to attorneys on the Criminal Justice Act panels for Norfolk and Newport News.

Key supervisory and management duties include regular communication with the FPD, FAFPD, and the Administrative Officer (AdO); managing and resolving internal and external issues affecting office operations; participating and initiating requisite personnel and human resource actions, such as participation in hiring interviews, conducting annual performance evaluations, supervising and assisting in implementing adverse employment actions; ensuring that all staff receive adequate training to perform assigned duties; and advising district management on resources necessary to enable the Norfolk location to meet its mission requirements. Additionally, the Supervisory Attorney will serve as the principal liaison between the Norfolk office and the Court as well as the U.S. Attorney's Office, and as necessary for communications involving court personnel, related agencies, members of the CJA Panel and the private bar, clients and client families. This position may require work on holidays, evenings, and weekends, depending on the needs of the office.

**Qualifications:** The successful applicant must be a graduate from an accredited law school and licensed by the highest court of any state, the District of Columbia, the Supreme Court of the United States, or any other state bar, with good standing, and have significant experience in representation of federal criminal defendants. Significant consideration will focus on applicants who have a demonstrated passion for and dedication to indigent criminal defendants, client-centered representation, and the ability to manage and work as part of a team, as well as a reputation for hard work and integrity. As such, successful applicants should have extensive trial experience, strong legal research skills, the ability to analyze complex legal issues, and the ability to communicate effectively with clients, witnesses, colleagues, and court and agency personnel. Finally, applicants should possess strong oral and interpersonal and managerial skills. Applicants also must be authorized to work in the United States.

[1] Applicants for this position may be considered for an Assistant Federal Public Defender (AFPD) position, if available, and with consent of the applicant.

**Supervisory Expectations:** the SAFPD is expected to ensure that all clients represented by the office receive high quality legal representation, that the office runs effectively and in accordance with all applicable regulations, and that the office provides a supportive and collaborative environment for all employees. The SAFPD should also support professional development for employees, provide guidance and mentor attorneys and staff members as necessary, and model the professionalism and ethical integrity expected from the entire organization.

The physical demands of the position are those required to successfully perform the duties described above. Reasonable accommodations will be made to enable individuals with disabilities to perform these essential functions. The Supervisory Attorney will spend most of their time in an office environment and in court. The individual must occasionally lift and/or move up to 25 pounds. Travel within the state will be necessary and a valid driver's license is required.

**Starting Salary and Benefits:** Starting salary will be commensurate with the experience and qualifications of the applicant, within a range from $105,654 - $197,100 per annum. The position offers federal employment benefits that include, in part, paid vacation, paid sick time, paid holidays, health insurance, life insurance, retirement plan and participation in the Thrift Savings Plan (401k). Salary is payable only by Electronic Funds Transfer (direct deposit). Telework and flex scheduling consistent with court obligations and position duties are available to all employees.

**How to Apply:** To be considered for this position, email a single PDF containing a completed AO78 Judicial Branch Application, cover letter, resume, and a writing sample that is approximately 10 pages or less and contains legal analysis to FPDedva_hiring@fd.org. This position will remain open until filled with preference given to those who apply by November 22, 2026. Your email must indicate what position you wish to be considered for (Supervisory Attorney, AFPD, or both) and the job announcement number must be in the subject line. For required documents or additional information, visit the Employment section of https://vae.fd.org. Only those selected for an interview will be contacted; please do not contact the office.

This ad may be used to fill more than one position. Positions are considered "at-will" employment in the excepted service and do not carry the tenure rights of the competitive civil service. The final candidates will undergo an FBI background check and employment is conditional upon that check's completion. All positions are subject to the availability of funds. All responses will remain confidential. Incomplete applications, or those not adhering to the instructions will not be reviewed or considered.

The Office of Federal Public Defender is an equal-opportunity employer.

# Working for the FPD & Living in Coastal Virginia

## Our Office & Mission

The new attorneys will join our team of eleven attorneys, two investigators, a mitigation specialist, three paralegals, a case manager, assistant computer systems admin, and a branch administrator in the Norfolk Office.



Downtown Norfolk - Waterside District
(photo from visitnorfolkva.org)

Our goal is straightforward: provide clients with legal representation of the highest quality. How we accomplish that goal depends on each case's unique needs. AFPDs may work on large teams with multiple colleagues and outside experts, or they may work a case primarily solo with informal collaboration as needed. Most AFPDs focus exclusively on trial-level work, but at your option, you can also litigate cases on appeal in the Fourth Circuit. While misdemeanors and supervised release violations may be part of your caseload, most of your time will be spent representing individuals facing felony charges. Strong written advocacy is essential to our work.

**Early-career attorneys are welcome!** We hired one of our most recent AFPD directly out of federal clerkship. If you have strong academic credentials and genuine commitment to our mission, we encourage you to apply for the open AFPD position. We invest in our attorneys through comprehensive mentoring and professional development.

**Our newly renovated downtown Norfolk office** features private offices with ample natural light, multiple collaborative work spaces, and hi-tech conference rooms. We hold regular lunch-and-strategy sessions and convene twice monthly for case consultation meetings. The office actively supports professional development through in-house training events and opportunities to attend conferences throughout the country.

**We value diversity, creativity, and compassion.** This work is demanding—physically, mentally, and emotionally. We seek attorneys with the strength and passion to excel in challenging, high-stakes litigation, who also prioritize self-care and community support. When you join our office, you join a united team committed to the fight.

**Our docket in the Eastern District of Virginia presents unique opportunities.** This district's multiple military bases and federal enclaves result in our office handling cases that are rarely prosecuted elsewhere, including piracy and espionage matters, as well as state offenses that become federal crimes when they occur on federal land.

Our clients come from rural communities in Courtland, fishing communities along Virginia's Eastern Shore, and urban centers in Newport News and Norfolk. Regardless of background or charge, we stand with our clients and fight for them with full commitment. We hope you will join this work.

**Life in Coastal Virginia (CoVa)**


Ocean View Fishing Pier in Norfolk, Virginia
(photo from oceanviewfishingpier.com)

You've never experienced Coastal Virginia? You're missing out! The Coastal Virginia metro area – including Norfolk, Chesapeake, Hampton, Newport News, Portsmouth, Suffolk, and Virginia Beach – has been recognized by TIME Magazine as *the* premier destination for millennials.[2] In 2023-2024, "U.S. News analyzed the 150 most populous metro areas to find the best places to live. To make the top of the list, a place had to have good value, be a desirable place to live, have a strong job market and a high quality of life."[3] Virginia Beach ranked 30th in the country, ahead of Portland, OR (36th), Washington, DC (39th), Austin, TX (40th), Richmond, VA (42nd), and Charleston, SC (53rd). The next year, Virgina Beach jumped to #8 in the country.[4]

When you visit, you'll see why. Home to 31 breweries,[5] art museums,[6] music venues,[7] historic movie theatres[8], hiking trails,[9] future Baltimore Orioles,[10] and all the water-related activities you could imagine, the area offers lots of different ways to escape and relax.



If you want to get out of town, Norfolk International Airport offers nonstop flights to some 40 airports around the country.[11] But the Norfolk Office is a short drive from your next adventure: Atlantic Ocean (Va. Beach) – 20 mins

- Chesapeake Bay (Norfolk) – 20 mins
- Williamsburg, VA – 55 mins
- OBX (Kitty Hawk) – 80 mins
- Richmond, VA – 90 mins

Shenandoah National Park, the Blue Ridge Mountains, Appalachian Trail, Charlottesville, Raleigh, or Washington, DC are all close enough to enjoy a weekend exploring!

The Norfolk FPD Office is a great place to make your next professional home and the surrounding area won't disappoint.

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[2] David Johnson, *The 25 Cities Where Millennials Are Moving*, TIME (June 13, 2017), https://tinyurl.com/bdzdza3k; *see also* Simply Business Editors, *15 American Cities Where Younger Business Owners Are Thriving*, MoneyTalksNews (Jan. 3. 2025), https://tinyurl.com/yyp6hn8h.
[3] U.S. News, *Best Places to Live in the U.S. in 2023-2024*, https://tinyurl.com/yjbvk7xx.
[4] Maddie Miller, *Virginia Beach cracks top 10 on list of best U.S. cities to live in*, WTKR (May 22, 2024) https://tinyurl.com/3tbswz7t
[5] Virginia.org, *Breweries & Craft Beer*, https://tinyurl.com/5ah729mn.
[6] *See* https://chrysler.org/; https://barryartmuseum.odu.edu/; https://thehermitagemuseum.org/; https://www.portsmouthartcenter.com/.
[7] *See* https://www.thenorva.com/; https://www.chartwayarena.com/events; http://www.virginiabeachamphitheater.com/; https://www.pavilionconcerts.com/events; https://www.elevation27.com/event/.
[8] *See* https://narocinema.com/;https://www.commodoretheatre.com/index.php.
[9] *See* http://www.first-landing-state-park.org/first_landing_trails.html; https://elizabethrivertrail.org/.
[10] *See* https://www.milb.com/norfolk.
[11] *See* https://www.norfolkairport.com/where-we-fly/?nonstop-destinations.