

FEDERAL PUBLIC DEFENDER OFFICE

Districts of
Massachusetts
New Hampshire
Rhode Island

Tara I. Allen, Federal Public Defender

51 Sleeper Street, Fifth Floor
Boston, Massachusetts 02210

Telephone: 617-223-8061
Facsimile: 617-334-7991

POSITION ANNOUNCEMENT

Investigator

Boston, Massachusetts

August 2026

Position: Investigator
Location: Boston, MA
Deadline: Applications will be accepted until the position is filled. Priority consideration will be given to applications received by or before **August 28, 2026.**

THE POSITION

The Federal Public Defender Office for the Districts of Massachusetts, New Hampshire, and Rhode Island (FPDO) is accepting applications for the full-time position of Investigator in its Boston office. Our office is committed to zealously defending individuals who are accused of committing federal crimes and who cannot afford to hire their own lawyer. We represent the accused from arrest through trial and sentencing (if convicted), as well as on appeal, including appeal to the U.S. Supreme Court and on collateral federal habeas corpus review.

An Investigator supports federal public defense teams by thoroughly investigating allegations against FPDO clients, engaging in comprehensive fact-finding, conducting mitigation research, and assisting with trial preparation in the federal district court.

MAJOR DUTIES AND RESPONSIBILITIES

- **Investigation Management:** Help determine the scope, timing, and direction of fact and mitigation investigations.
- **Witness Relations:** Locate, interview, and prepare defense, prosecution, and expert witnesses for testimony.
- **Background Research:** Investigate client and witness histories, including educational, medical, psychological, familial, and criminal backgrounds.
- **Evidence Collection:** Locate, retrieve, and analyze relevant materials, discovery records, and case-related documents.

- **Trial & Sentencing Support:** Assist attorneys in pretrial, trial, and sentencing proceedings; serve subpoenas, research jury pools, and give sworn testimony.
- **Content Creation:** Write detailed investigative reports, manage case databases, and produce written submissions or sentencing videos to lessen client exposure.
- **Logistics:** Manage witness travel, coordination, and team collaboration.
- **Additional duties:** Perform additional duties as determined by the Federal Defender or the management team.

EXPECTATIONS

- **Experience:** Substantial background in progressively responsible investigative duties, including interviewing, report writing, and court testimony.
- **Skills:** Excellent written and verbal communication, deep knowledge of fact investigation, and proficiency with case-related technologies.
- **Attributes:** Strong commitment to criminal defense, initiative, resourcefulness, creativity, and empathy. The ideal candidate is self-directed, has good judgment, and is comfortable exercising considerable discretion; is solution oriented and harnesses creativity, dedication, and persistence to overcome challenges; is comfortable working closely with a diverse set of clients (often in jail and prison settings) and their families; has high standards and wants to see people treated fairly and respectfully, regardless of the allegation or circumstance.
- **Teamwork:** Collaborate closely with federal public defenders, research attorneys, paralegals, legal assistants, and IT professionals.
- **Travel & Schedule:** Willingness to work non-traditional hours (nights and weekends) and undergo frequent regional and overnight travel.

REQUIREMENTS

Applicants must:

1. Be client centered.
2. Be a U.S. Citizen or be authorized to work in the U.S.
3. Have a bachelor's degree, or the equivalent.
4. Have at least 3 years of investigative experience in the criminal court system, or a similar system.
5. Have a valid driver's license.
6. Write and speak clearly.
7. Demonstrate cultural competency and have an interest in working with historically

marginalized communities.

8. Be experienced in using Microsoft Word, online legal research platforms such as Westlaw and LexisNexis, and capable of using or learning how to use systems and technologies to improve client outcomes including Microsoft Teams, Adobe Acrobat, Excel, and other technology to review, process, and organize large amounts of information and data.
9. Be highly organized, attentive to details, and consistently meet deadlines.
10. Have a history of working well both independently and collaboratively to the benefit of the client
11. Have a history of being patient, dignified, respectful, and courteous in the workplace.

PREFERRED EXPERIENCE

Proficiency/fluency in Spanish.

Experience in capital defense.

Experience in criminal defense in state or federal court.

Experience with Cellebrite and Cellhawk.

Specialized skills in digital forensic evidence and law enforcement surveillance tools.

Specialized skills in accounting, healthcare billing procedures, taxes, audits, or financial crimes.

Experience navigating various types of social or online media

SALARY AND BENEFITS

The salary for an Investigator ranges from \$84,579 to \$185,193 per annum. Salary depends upon experience and qualifications and only the most qualified candidates begin at the highest salary. Among the many benefits of employment are the Federal Employees Retirement System, the Thrift Savings Plan (401(k)), paid annual and sick leave, 11 paid federal holidays, and health, life, disability, long-term care, dental, and vision insurance. Salary is payable only by direct deposit.

HOW TO APPLY

Applicants must send an e-mail to HRBoston@fd.org that is titled "Investigator" and contains a single Adobe.pdf document with:

- ☐ A Cover Letter explaining your interest and qualifications
- ☐ A Resume with three references
- ☐ Form AO-78 (found at <https://www.uscourts.gov/sites/default/files/ao078.pdf>)

*No phone calls please. Applicants who apply without submitting all required documents will not be considered. Applications will be accepted until the position is filled. Priority consideration will be given to applications received by **August 28, 2026**. Only those applicants selected for an interview will be contacted.

This position is subject to funding availability, and we may hire more than one candidate from this announcement.

Please direct any requests for accommodation or questions to Tina_Collins-Kent@fd.org.

The selected candidate will be subject to a background check and investigation, including fingerprinting, and a subsequent favorable suitability determination for employment.

**The Federal Defender Office for the Districts of MA, NH, and RI
is an equal opportunity employer.**