

**FEDERAL PUBLIC DEFENDER**  
Districts of South Dakota and North Dakota

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*Federal Public Defender*

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**POSITION ANNOUNCEMENT**  
**INVESTIGATOR (Rapid City, SD)**

**Overview:** The Federal Public Defender for the Districts of South Dakota and North Dakota seeks an Investigator to join our branch office in Rapid City, South Dakota. Our office provides high-quality, client-centered representation to individuals charged with federal crimes who cannot afford retained counsel, pursuant to the Criminal Justice Act.

Investigators are integral members of the defense team and play a critical role in ensuring thorough, ethical, and effective representation at every stage of a case.

**Why Our Office:** The Federal Public Defender for the Districts of South Dakota and North Dakota is a collegial, mission-driven office committed to excellent defense work. Our practice includes serious and complex federal cases that require careful investigation, strategic thinking, and close collaboration among attorneys, investigators, paralegals, and support staff.

Investigators in our office are trusted professionals who work with significant independence and responsibility. They are encouraged to exercise sound judgment, creativity, and initiative in developing investigative strategies, while working collaboratively with attorneys to advance client-centered defense goals. We value professionalism, discretion, and teamwork, and we place a high premium on integrity and respect—for our clients and for one another.

**About Rapid City:** Rapid City is the principal population center of western South Dakota, located at the eastern edge of the Black Hills where forested hills meet open prairie. The area offers immediate access to nationally recognized parks, public lands, and outdoor recreation, including hiking, biking, fishing, and skiing.

Rapid City features affordable housing, short commutes, strong schools, and a growing arts and food scene, making it a highly livable community for individuals and families alike. It is an exceptional setting for professionals seeking meaningful work in a location that balances quality of life with professional engagement.

**Position Description:** Investigators work closely with attorneys to develop and execute investigative strategies in federal criminal cases. Responsibilities include, but are not limited to:

- Reviewing and analyzing discovery, records, and other case materials
- Meeting regularly with clients to discuss discovery, investigative findings, and mitigation
- Locating, interviewing, and documenting statements from witnesses, including lay, expert, and law-enforcement witnesses
- Preparing detailed investigative reports and maintaining accurate case documentation
- Assisting attorneys with hearings and trials, including witness coordination, evidence preparation, and evaluation of testimony

- Coordinating with experts by gathering records, clarifying investigative issues, and assisting with evaluations as needed
- Investigating client background information, including medical, psychological, educational, employment, and criminal history, for mitigation and sentencing purposes
- Serving subpoenas and facilitating witness appearances
- Preparing and managing digital evidence, including audio and video recordings

Some travel is required, and work may occasionally occur outside normal business hours.

**Required Qualifications:** Above all, we seek applicants with a demonstrated commitment to indigent defense and the ability to work effectively in a collaborative, team-oriented environment.

Minimum qualifications include:

- High school diploma or equivalent
- Six years of total experience, including at least three years of investigative or other professional information-gathering experience
  - Education beyond high school at accredited institutions may substitute for some experience requirements
- Ability to understand and maintain strict confidentiality, including attorney-client privilege
- Strong organizational skills, sound judgment, and the ability to work independently
- United States citizenship or authorization to work in the United States
- Valid driver's license

**Special Working Conditions:** This position requires frequent travel to the Pine Ridge Reservation, home of the sovereign Oglala Sioux Tribe. Prior experience working with Native American communities is valued but not required. Casework may involve violent crimes and/or sexual offenses. Occasional overnight travel and the ability to lift or move up to 50 pounds may be required.

**Salary and Benefits:** Salary is commensurate with experience and falls within Judicial Pay Scale CL-11 to CL-14, currently ranging from \$74,678 to \$163,514. This is a full-time position with federal benefits, including health and life insurance, retirement, and participation in the Thrift Savings Plan. Salary is paid bi-weekly via direct deposit. Final offers of employment are contingent upon funding availability and successful completion of a background investigation.

**How to Apply:** Applicants should submit a letter of interest, résumé, and three references, combined into a single PDF to [SDX\\_JOBS@fd.org](mailto:SDX_JOBS@fd.org) using the subject line “**Investigator Announcement 26-04**”. Applications will be reviewed on a rolling basis until the position is filled. More than one position may be filled from this announcement.

The Federal Public Defender for the Districts of South Dakota and North Dakota is an Equal Opportunity Employer. Women and minorities encouraged to apply.

**Position Announcement #26-04**