

THE FEDERAL DEFENDERS OF MONTANA

ANTHONY R. GALLAGHER
FEDERAL DEFENDER



POSITION ANNOUNCEMENT

ASSISTANT FEDERAL DEFENDER

The Federal Defenders of Montana, Inc., the community defender organization serving the State and District of Montana, is soliciting applications for the position of **Assistant Federal Defender** at the **Great Falls Headquarters**. The Federal Defenders of Montana, Inc., is a nonprofit corporation, funded by the Administrative Office of the United States Courts, which provides legal representation and criminal defense services to individuals charged with federal crimes who are financially unable to retain counsel. The Federal Defenders of Montana, Inc., is not an agency of the federal government; staff members are not federal employees.

Duties will include trial, appellate, and ancillary matters under the direction of the Federal Defender or his designee. The Assistant will also aid with the preparation and organization of instructional and consultation materials for and management of Criminal Justice Act panel attorneys. Considerable travel throughout the district in connection with the responsibilities of the position should be anticipated. The successful applicant must be prepared to begin on or about June 1, 2018.

Applicants should have a demonstrated dedication to criminal defense trial work, strong research abilities, and effective written and verbal communication skills. Qualified applicants must be admitted to and in good standing with the bar of the highest court of a state, the District of Columbia, the Commonwealth of Puerto Rico, the Territory of Guam, the Commonwealth of the Northern Mariana Islands, or the Virgin Islands of the United States. Admission to the bar of Montana and the bar of the United States District Court for the District of Montana, or a commitment to admission within a year of acceptance of the position, is mandatory. The ability to read, write, and speak fluently in Spanish is highly desirable, but not required.

This is an entry level position. Salary is dependent on experience, qualifications, and available funding. Women and minorities are encouraged to apply. The Federal Defenders of Montana, Inc., is an equal opportunity employer and maintains a drug-free work place.

Application Process: To apply, email or mail your cover letter, resume, and brief writing sample to the following address:

Email: mtx_employment@fd.org
(single Adobe PDF file using the subject line "MTX-AFD")

Mail: Tory Combs, Administrative Officer
Federal Defenders of Montana
50 W 14th Street, Suite 1
Helena, MT 59601

Applications must be **postmarked** no later than May 4, 2018. No telephone inquiries.