

FEDERAL DEFENDER SERVICES OF EASTERN TENNESSEE, INCORPORATED

800 S. Gay Street, Suite 2400
Knoxville, Tennessee 37929-9714

Elizabeth B. Ford
Federal Community Defender

Telephone 865-637-7979
Fax 865-637-7999

Position Announcement – Assistant Federal Defender – Trial Unit

Who We Are

We work to keep people out of prison and to stop state executions by adhering to our office’s mission and core values—compassion, courage, competency, creativity, and collaboration—when representing clients. Our trial clients are indigent defendants charged with federal crimes ranging from petty offenses to drug offenses to white-collar conspiracies. We practice holistic defense lawyering to protect our clients’ rights and champion their humanity at every stage of the criminal case and beyond. Federal Defender Services of Eastern Tennessee seeks to attract and retain a high performing and diverse workforce to serve our clients. We foster an inclusive work environment that promotes commitment, flexibility, and fairness.

The Job

We need a full-time Assistant Federal Defender to fill a position in the Trial Unit. The Trial Unit represents clients who have been charged with federal crimes in the Eastern District of Tennessee. The position is in Knoxville.

Duties

Assistant Federal Defenders zealously and professionally represent clients in a fastpaced, challenging, diverse, and rewarding work environment. Responsibilities include managing an extensive caseload; working with clients; interviewing witnesses and family members; developing release plans; reviewing discovery; preparing pleadings, motions, and briefs; developing litigation strategies; working with experts; advising CJA panel attorneys; and in-court litigation through all stages of a criminal case. Attorneys in our office may not engage in the private practice of law.

Requirements

Criteria for this position includes creativity, intellectual acuity, energy, and enthusiasm; as well as excellent research, writing, computer, advocacy and instructional skills; ability to communicate and work well with others; demonstrated interest in criminal defense issues; commitment to community and intern training; and commitment to obtaining justice for indigent persons. At least 2 years of attorney experience or a federal clerkship is required. Applicants must be a member in good standing

of a State Bar and have a driver's license and appropriate motor vehicle insurance. Attorneys in this office may not engage in private law practice. An affinity for teamwork is essential.

Salary and Benefits

Salary is commensurate with experience and qualifications.

SUBMIT APPLICATION which must include a resume, cover letter, and THREE REFERENCES by **April 28, 2021**, to FDSET, 800 S. Gay Street, Suite 2400, Knoxville, Tennessee 37929 or by emailing your information to Sandy_Waggoner@fd.org. NO telephone calls, please. Women and minorities are encouraged to apply.

FDSET IS AN EQUAL OPPORTUNITY EMPLOYER