

FEDERAL PUBLIC DEFENDER
Northern and Southern Districts of Iowa

POSITION ANNOUNCEMENT 2206
ASSISTANT INVESTIGATOR

The Federal Public Defender for the Northern and Southern Districts of Iowa is accepting applications for the position of Assistant Investigator to be located at its Sioux City office. The Federal Public Defender, a branch of the United States Courts, operates under authority of the Criminal Justice Act, 18 U.S.C. § 3006A, to provide defense services in federal criminal cases and related matters by appointment from the court to individuals unable to afford counsel.

JOB DESCRIPTION: An Assistant Investigator provides support services to Assistant Federal Public Defenders (AFPDs), Investigators, and other Federal Public Defender staff. Duties will include review of case-related discovery and drafting summary reports of discovery materials; meeting with and interviewing clients; locating and interviewing witnesses; transporting clients and witnesses; and any other task assigned by AFPDs, Investigators, or other staff. Day travel will be required.

REQUIREMENTS AND QUALIFICATIONS: The ability to communicate with and have compassion for individuals from diverse social classes and lifestyles is required. The successful candidate must be skilled with use of audio and video from various media types. To qualify for the position of Assistant Investigator, a person must be a high school graduate or the equivalent and have a minimum of three years of general experience. Some higher education may be substituted for general experience. Applicant must be a U.S. citizen or eligible to work in the United States.

SELECTION CRITERIA: In addition to meeting the position requirements and qualifications, the successful applicant will have a working knowledge of law office operations, methods, and techniques, and an understanding of criminal law and procedure. Preference will be given to applicants with paralegal or investigative criminal law experience.

SALARY: The starting salary for the position falls within a range of \$36,118 (JSP-5, step 1) to \$54,727 (JSP-9, step 1). The salary of the successful applicant will be commensurate with the person's qualifications and experience, and is payable by Electronic Funds Transfer (direct deposit). This is a full-time position with federal government benefits.

BACKGROUND CHECK: The selected candidate will be subject to a background check as a condition of employment. Employment will be considered provisional until a satisfactory background check and favorable suitability determination is confirmed.

APPLICATION PROCESS: Electronically submit cover letter, resume and three references by August 17, 2022 to Denise.Fest@fd.org. **The email subject line must read:** Position announcement 2206. Preference will be given to applications received by August 17, 2022, however position open until filled. Only applicants considered for an interview will be contacted. No telephone calls please.

The Federal Public Defender is an Equal Employment Opportunity Employer