

**Federal Public Defender  
District of the U.S. Virgin Islands**

**POSITION ANNOUNCEMENT # 2022-01**

**TEMPORARY INVESTIGATOR  
Duty Station: St. Croix, USVI**

The Federal Public Defender for the District of U.S. Virgin Islands is accepting applications for the position of Temporary Investigator in U.S. Virgin Islands. **This position is a temporary appointment beginning October 1, 2022, through September 30, 2023, with the potential for extension.** 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 in the federal courts.

**JOB DESCRIPTION:** The Investigator will assist with the representation of clients charged with violations of the Federal Criminal Code. This position requires skilled investigative techniques, organization, and the ability to review the facts and circumstances of a case and independently develop a plan of action to assist in all stages of the representation. Duties include assistance in securing a client's release at detention hearings, preparing the presentation of evidence at pretrial hearing and at trial, and developing mitigation for sentencing. The investigator documents evidence, conducts client and witness interviews, identifies, and collects records, takes photographs of crime scenes, and should be able to take written statements. **The ability to write comprehensive descriptive reports on work completed** and assist attorneys in court at hearings and trials is required. The ability to testify at court proceedings is required.

**REQUIREMENTS AND QUALIFICATIONS:** Must have at least six years of demonstrated and documented investigative experience or the equivalent in a related field. Must have comprehensive knowledge of investigative principles, methods and techniques, the ability to identify and evaluate pertinent facts, good judgment, ability to communicate orally **and in writing**, knowledge of legal processes, ability to use a computer. Must be willing to work flexible hours and travel to court locations on St. Thomas and St. Croix, to detention facilities, and to Puerto Rico. **Background in mitigation and/or social work is strongly preferred. Bilingual applicants in English/Spanish are strongly encouraged.**

**SALARY/BENEFITS:** **This is a temporary full-time position with a term of one year**, with federal salary and benefits to include accrual of sick and annual leave at the rate of 4 hours respectively per bi-weekly pay period. Salary depends on qualifications and experience. Employees of the Federal Public Defender's Office are members of the judicial branch of government. They are considered at will and do not carry the tenure rights of the Civil Service Reform Act. This position is subject to mandatory Electronic Funds Transfer (direct deposit) participation for payment of net pay. Selected candidate will be subject to a successful FBI background check as a condition of employment.

**How to Apply:** Qualified persons are invited to apply by electronically submitting a cover letter and resume, including three professional references, to Socorro I. Melendez, Administrative Officer, at [Socorro\\_Melendez@fd.org](mailto:Socorro_Melendez@fd.org). **Preference will be given to applications received by August 1, 2022, however the position remains open until filled.** Only applicants considered for an interview will be contacted. This position is subject to the availability of funds.

**NO TELEPHONE CALLS PLEASE**

*The Federal Public Defender for the District of the Virgin Islands is an Equal Opportunity Employer*