



The Indiana Federal Community Defender (IFCD) is now taking applications for the position of Mitigation Specialist. IFCD is a 501(c)(3) corporation that represents indigent persons accused of federal crimes. Our office is committed to creating a diverse work environment and is proud to be an equal opportunity employer. We are not a federal agency though we do largely follow federal procedures and protocol. Employees enjoy generous benefits and work/life balance.

Job Description: This Mitigation Specialist position will gather, review and summarize records concerning the client, and at times family, including educational, military, mental health, and employment; help incarcerated clients receive needed services; conduct interviews in a culturally competent manner, including clients who are incarcerated, family, friends, teachers, employers, and other relevant people in a client's life; provide support and information to loved ones of a client; assist attorneys with the selection of and transfer of records to defense experts; write sentencing memorandums for the attorney and court detailing a client's life experience.

Requirements and Qualifications: To qualify for this position, applicants must be a college graduate with a master's degree in social work, anthropology, psychology, sociology, law, or criminal justice and must have experience investigating and developing mitigation evidence. Applicants must have experience writing memorandums or similar reports. In order to be considered for this position you must be committed to equal justice under the law and must always be willing to strive towards cultural competence.

Salary: Salary dependent upon experience. We are proud to offer an excellent benefit package.

Application process: Please send your resume, cover letter and writing sample to IFCD_Applications@fd.org. The email subject line must read: Trial Mitigation Specialist 2021. Position open until filled. Only those who are selected for an interview will be contacted. NO PHONE CALLS PLEASE.

**The IFCD is an equal opportunity employer.
Women and minorities are encouraged to apply.**