

POSITION ANNOUNCEMENT 22-04
Data Analyst (Telework Position)
Temporary NTE One Year and a Day
Sentencing Resource Counsel, Federal Public Defender
Anticipated Start Date: As soon as filled

SENTENCING RESOURCE COUNSEL, a project of the Federal Public & Community Defenders, and employed by the Federal Public Defender for the District of Arizona, is accepting applications from experienced data analytics professionals with strong statistical background and interest in the criminal legal system to work as a data analyst (classified as a paralegal) with Sentencing Resource Counsel. This is a temporary position not to exceed a year and a day, but may be extended. This is a telework position.

The Federal Public and Community Defenders and Criminal Justice Act (CJA) attorneys represent persons charged with federal crimes who cannot afford to hire an attorney. Sentencing Resource Counsel (SRC) is a project of the Federal Public and Community Defenders that provides sentencing advice and support to Federal Public and Community Defenders and CJA attorneys nationally. SRC supports the Federal Defender Sentencing Guidelines Committee in carrying out the statutory responsibility of the federal defenders to comment on the work of the United States Sentencing Commission. Accordingly, SRC focuses on policy matters that affect federal sentencing, as well as litigation and training on emerging federal sentencing issues. The data scientist will help SRC think critically about ways to harness data to support sentencing policy work and litigation support. This position would be SRC's only on-staff data expert.

Included Duties. In coordination with the SRC team, the data scientist will be responsible for data analysis for use in SRC's policy work, litigation support and training. The data scientist will:

- Develop and maintain an understanding of the evolving data and analytics landscape for the federal criminal legal system (e.g. understanding the datasets and tools available to various external parties including the prosecutors and government agencies (including the United States Sentencing Commission), how they are used, and how such use affects individuals charged in federal court).
- Critically evaluate government use of data with respect to fairness and transparency.
- Develop, cultivate, and maintain datasets and interfaces to support SRC's policy work and litigation support.
- Collaborate with the IT team and SRC attorneys on data management infrastructure, tools, and policies.
- Work collaboratively with SRC attorneys to produce clear and concise written materials for a non-technical audience.
- Communicate and explain data analyses to SRC and defense teams such that the data can be meaningfully used in policy documents and legal proceedings.
- Strategize and develop ideas for improving visualization of data for policy work and litigation support.

Requirements:

- Advanced degree in statistics/data analytics, social science discipline, or public policy, or Bachelor's Degree in one of those fields combined with work experience

- 6+ years of experience (3+ years must be related experience) with some substitution for education possible
- Demonstrated proficiency working with large databases, merging datasets, and integrating data from multiple data sources
- Practical experience with quantitative statistics using statistical software package (preferably SPSS)
- Advanced proficiency in Microsoft Word, and Excel
- Proficiency in SQL, R, and/or Python
- Experience with developing data visualizations with tools such as Tableau
- Ability to produce analyses and ensure quality and accuracy of own work product such that it can withstand the scrutiny of in-court presentation
- Strong interpersonal skills and ability to work collaboratively across interdisciplinary teams
- Strong written and verbal communication skills
- Ability to work independently, multi-task, prioritize and be detail-oriented
- Ability to exercise excellent judgment, discretion, and confidentiality

Preferred Skills and Experiences:

- A commitment to social justice for persons charged with federal crimes.
- Experiences, backgrounds, or identities that provide knowledge of the experiences, backgrounds, or identities of the persons and communities the Federal Public & Community Defenders serve
- Experience working on criminal legal issues and/or in a legal environment
- Proficiency in Microsoft PowerPoint

Salary/Benefits: Salary and Benefits. The salary will be commensurate with the person's qualifications and experience. The position is in the excepted service (at-will employment) and does not carry the tenure rights of the competitive Civil Service. The position includes regular Government employee benefits, including health and life insurance, retirement, and the Thrift Savings Plan. Salary is payable only by Electronic Funds Transfer (direct deposit). Offer of employment is subject to the availability of funds.

How to Apply: Qualified persons should e-mail in a single pdf: a letter of interest, résumé, and a description of a data project you have completed that you are proud of, including a description what you did and why. References will be required from candidates selected for an interview. Send completed applications to the Personnel Administrator, Federal Public Defender, District of Arizona, at azz_hr@fd.org. Announced November 5, 2021. Open until filled. Preference given to applications received by December 3, 2021.

The Federal Public Defender is an equal-opportunity employer.