

# Sentencing Resource Counsel Project

---

## Position Announcement

Sentencing Resource Counsel Attorney  
(Full-Time Telework Position)

Anticipated Start Date: December 2024

**About Us.** The National Sentencing Resource Counsel (SRC) is a highly collaborative, mission-based project of the Federal Public and Community Defenders. SRC is one of several national projects that support the work of defenders and CJA-appointed attorneys. SRC staff are federal defender employees of the Office of the Federal Defender for the District of Arizona (FDO AZ), and are supervised by the SRC Director. Although SRC team members have broad knowledge of federal sentencing law and policy and work collaboratively, we are divided into four areas—Commission, Legislative, Litigation, and Data. These roles have different primary functions and responsibilities (as indicated below), but there can be significant overlap, with our work in one area often informing the work in other areas. Additionally, each SRC team member regularly trains defenders and CJA-appointed attorneys on sentencing-related topics. During busy sentencing guidelines amendment cycles, each team member may be expected to draft and edit comments and witness statements, cite check, and recruit and prepare Commission hearing witnesses.

- **Commission.** The Sentencing Commission Attorneys work closely with, and provide expert sentencing law and policy advice to, the Federal Defender Sentencing Guidelines Committee, defender working groups, and hearing witnesses to develop and convey the collective views and comments of the federal defenders to the U.S. Sentencing Commission, as required by 28 U.S.C. § 994(o). The Sentencing Commission attorneys perform a variety of other functions, including but not limited to: (1) overseeing amendment cycle deadlines and filings; (2) conducting exhaustive legal and policy research and writing, and supervising and reviewing the written work of others (sometimes under intense time pressures); (3) recruiting and preparing defender witnesses to participate at Commission hearings and roundtables; (4) communicating and interacting with Commissioners and Commission staff; (5) preparing materials and talking points for, and participating at, Defender Committee meetings with Commissioners and Commission staff; (6) working with the Data Team to review, and share information related to, Commission data reports; and (7) engaging with policy organizations, judges, academics, and other stakeholders to assist the Sentencing Commission with its work.
- **Legislative.** The Legislative Attorney works closely with, and provides expert legal and legislative policy advice to, the Federal Defender Legislative Committee to formulate and convey the collective views of the federal defenders in response to (sometimes urgent) congressional requests for assistance on criminal law and sentencing matters. The attorney conducts rigorous legal and policy research and writing to assist the Committee with its work. Among other duties, they also: (1) meet with legislators and their staff to discuss legal and policy issues; (2) engage with internal and external stakeholders to give and receive insight regarding the

real-world implications of legislative proposals; (3) draft written comments in response to executive agency requests; (4) meet with executive agency staff to identify and address issues facing federally-accused and convicted indigent individuals, as well as DOJ and BOP policies; (5) organize and facilitate regularly scheduled Legislative Committee meetings; and (6) update the field on legislative developments that could impact their representation of clients.

- ***Litigation.*** The Litigation Attorneys track emerging sentencing issues, circuit splits, and other questions that arise relevant to sentencing, including probation practices, pending legislation, and developments in social science. Using this information, they provide direct litigation support and training to defenders and CJA-appointed attorneys around the country related to sentencing law, policy, and practice. And they work with other attorneys and stakeholders as appropriate to do all their work. The Litigation Attorneys host biweekly office hours to assist defense attorneys with case-specific sentencing questions. They also identify and execute longer-term projects to serve the criminal defense community. In appropriate, high-impact cases, they draft, review, and edit legal briefs and sentencing objections, help prepare attorneys for sentencing hearings and oral arguments, and attend oral arguments. They spearhead SRC's defender-liaison program and facilitate regular meetings and other communication between SRC and defender liaisons. In turn, this community engagement helps inform SRC's Commission and legislative policy work.
- ***Data.*** The Data Team presently consists of one attorney and one data analyst who support the work of the other SRC attorneys. They analyze the Commission's public dataset, data tools, and reports, as well as keep abreast of relevant social science research. They offer direct litigation support and training to defenders and CJA-appointed attorneys litigating data and data-adjacent issues.

**The Job and Requirements.** SRC seeks applicants for the Commission, Legislative, and Litigation roles. Please indicate in your letter of interest which area(s) you are interested in, detailing your unique qualifications for the position(s). For each position, you must:

- Be a graduate of an accredited law school and have admission and good standing in a state bar.
- Have extensive experience—preferably five or more years—in federal criminal defense as well as thorough familiarity with federal criminal law and sentencing policy.
- Possess a careful attention to detail and excellent research, analytical, writing, and communication skills.
- Have a demonstrated commitment to racial justice within the criminal legal system and to zealous advocacy on behalf of indigent individuals facing federal charges.
- Have a reputation for personal integrity.
- Be able to thoughtfully balance different, sometimes competing, interests and viewpoints.
- Be able to work collaboratively with colleagues and outside organizations (often remotely, across the country and time zones) and to accept and provide extensive constructive feedback and edits.
- Be able to work independently from a remote work site.

The ideal candidate will have a demonstrated track record of community involvement and relationship-building; be comfortable communicating and working closely with people with varying backgrounds, experiences, and perspectives; be able to identify and lead initiatives while simultaneously playing a supporting role in other initiatives; and be able to balance the day-to-day demands of this position with the need to complete long-term substantive projects. You must be able to travel as it is a necessary part of the job. Experience providing legal training, particularly on federal sentencing issues, is preferred. Appointment is subject to a satisfactory background investigation, including an FBI names and fingerprint check and an IRS tax check.

**Salary and Benefits.** SRC employees enjoy experience-based salaries. The starting salary range is between \$75,783 and \$191,800 (salary range based on Phoenix locality). SRC also offers generous benefits, including health and life insurance, retirement, and the Thrift Savings Plan. Salary is payable by Electronic Funds Transfer (direct deposit) only. Offer and continuation of employment is subject to the availability of funds.

**Commitment to Diversity, Equity, and Inclusion.** SRC is proud to be an equal opportunity employer. We value a diverse workforce and are committed to fostering a culture of equity, inclusion, belonging, and mutual respect, which are central to SRC's mission and work. We seek a team member who shares these values, and we embrace the unique perspectives of attorneys from underrepresented and historically marginalized communities. We encourage applications from all qualified individuals without regard to race, color, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, age, height, weight, disability, veteran status, military obligations, and marital or parental status. We do not tolerate any form of discrimination or harassment in any personnel decisions or employee interactions.

**Apply.** Qualified persons should e-mail a letter of interest, résumé, and representative writing sample on a sentencing policy issue (in a single pdf). References will be required from candidates selected for an interview. Send completed application to the Personnel Administrator, Federal Public Defender, District of Arizona, at [azx\\_hr@fd.org](mailto:azx_hr@fd.org). Applications will be reviewed on a rolling basis, but no later than **November 4, 2024**. We may fill current and future positions from this position announcement.