

THE FEDERAL DEFENDERS OF MONTANA

POSITION ANNOUNCEMENT EXECUTIVE DIRECTOR

The Board of Directors of the Federal Defenders of Montana, Inc., the community defender organization serving the District of Montana, is soliciting applications for the position of Executive Director of the corporation (also referred to as Federal Defender for the District of Montana). The Federal Defenders of Montana, Inc., a nonprofit corporation funded by the Administrative Office of the United States Courts, provides legal representation and criminal defense services to individuals charged with federal crimes who are financially unable to retain counsel. The Federal Defenders of Montana, Inc., is not an agency of the federal government; staff members are not federal employees.

Duties will include trial, appellate, and ancillary matters as well as employee supervision and administration of the corporation. The Executive Director is stationed in Great Falls, Montana and will work from the principal office. Considerable travel should be anticipated in connection with the responsibilities of the position, to include management and supervision of staffed branch offices in Billings, Helena and Missoula. The Federal Defender may not engage in the private practice of law. This position is full-time with benefits including employer paid health insurance, cafeteria plan, and pension plan. The annual salary is fixed at an amount not to exceed the salary of the United States Attorney for the District of Montana.

Applicants should possess a reputation for integrity, at least five years criminal practice experience (preferably federal criminal defense trial experience), a demonstrated dedication to criminal defense trial work, strong research abilities, and effective written and verbal communication skills. The ability to provide cost conscious governance and responsible personnel management is essential. Qualified applicants must be admitted to and in good standing with the bar of the highest court of a state, U.S. Territory or the District of Columbia. Admission to the bar of Montana and the bars of the United States District Court for the District of Montana and the United States Court of Appeals for the Ninth Circuit, or a commitment to admission within a year of acceptance of the position, is mandatory. Admission to practice before the United States Supreme Court is preferred. The successful applicant must be prepared to begin on or about March 1, 2022.

Application Process: Applicants must complete and submit the application form approved by the Directors of the corporation. The form and instructions may be obtained on-line at <https://mt.fد.org/employment>. It is also available on the “fd.org” employment page: <https://www.fد.org/employment/view-vacancies> (Federal Defender, Montana). In response to any question, you may use continuation pages if necessary. The completed application must be submitted to mtx_employment@fd.org in a single Adobe PDF file using the subject line “EXEC_DIR” and must be received no later than **5:00 p.m. Mountain Time on Friday, December 17, 2021**. The position will remain open until filled and is subject to the availability of funding. Women and diverse candidates are encouraged to apply. No telephone inquiries please. Employment is contingent on a satisfactory background investigation. The Federal Defenders of Montana, Inc., is an equal opportunity employer and maintains a drug-free workplace.