

STATE OF IDAHO ANNOUNCES

MITIGATION SPECIALIST OFFICE OF THE STATE APPELLATE PUBLIC DEFENDER

ONE CURRENT OPENING – BOISE

**Salary range of
\$44,000 – 47,000 (annually)
Depending on Experience**

OPEN POSITION: The Office of the State Appellate Public Defender (SAPD), Capital Litigation Unit (CLU), is accepting applications for the position of **Mitigation Specialist**. The CLU represents indigent clients on direct appeal and in post-conviction proceedings who have been convicted of murder and sentenced to death in the State of Idaho. The mitigation specialist reports to lead counsel and is employed at will.

POSITION DESCRIPTION: The CLU provides capital defense services through a staff of dedicated attorneys, a mitigation specialist, a fact investigator, and an administrative assistant, as well as contracting with outside forensic, mental health, and other experts. The CLU emphasizes team-based defense and a holistic approach to questions of culpability and mitigation.

The primary function of the mitigation specialist is to assist in the post-conviction representation of indigent defendants convicted of murder and sentenced to death through the reinvestigation and reformulation of the penalty phase of the case. The Mitigation Specialist is a specialized investigator with training and experience in the forensic application of social science theory, with an emphasis in the mental health disciplines. The Mitigation Specialist must have great empathy for others and an uncommon ability to talk with people from a wide variety of backgrounds about very sensitive and traumatic subjects. The Mitigation Specialist is charged with identifying, cultivating, analyzing and incorporating relevant mitigating evidence into the theory of the case. The CLU adopts the Supplementary Guidelines for the Mitigation Function of Defense Teams in Death Penalty Cases as the minimum standards for mitigation and as setting the prevailing professional norm.

The mitigation specialist works under limited supervision of lead counsel with considerable latitude for the use of initiative and independent judgment.

DUTIES: The responsibilities of the mitigation specialist include, first and foremost, developing and maintaining positive and productive working relationship with our clients, our clients' families, and significant other case participants. In addition, the mitigation specialist must have the knowledge and ability to recognize, gather, and evaluate information which may indicate physical, mental, emotional, educational, or other problems which require further investigation or testing by a specialist. Furthermore, the mitigation specialist will investigate the facts and circumstances of our clients' backgrounds and develop a personal, family, and social history of our clients. The mitigation specialist will need to identify, locate and interview witnesses and family members, occasionally requiring travel in and out of state. The mitigation specialist must

have the knowledge, research skills and demonstrated capability to request, review, analyze, and summarize records and documentation necessary to prepare a case for mitigation; then plan, organize, and effectively present mitigation themes, ideas and concepts to others. The mitigation specialist must be able to provide support for attorneys in the preparation of litigation and presentation of evidence in court proceedings by preparing witness affidavits; assisting in the identification, selection, preparation, and presentation of lay and expert witnesses; formulating detailed reports; and researching and writing on a myriad of issues relating to mitigation.

QUALIFICATIONS: Applications will be judged according to the following criteria (in no particular order), and applicants are expected to address the criteria in their application.

- Minimum: Bachelors degree, Masters degree preferred, with a preference for psychology, social work, counseling, or other related social science emphasis; or equivalent work experience as a mitigation specialist or criminal defense investigator in capital cases;
- A commitment to working with indigent clients and those sentenced to death;
- Related work experience in capital mitigation work or criminal defense investigation; previous experience identifying mental health symptoms, exposure to trauma, physical or neurological defects and drug or alcohol use preferred;
- A commitment to excellence, creativity, and energy in the provision of criminal defense services;
- Past experience working with and interviewing diverse populations;
- Experience requesting, reviewing, collecting and summarizing records;
- Excellent interviewing, writing, and organizational skills;
- Strengths in teamwork, client relations, and relationship building;
- Computer literacy, including but not limited to, the use of Microsoft Office applications, as well as spreadsheet, database programs, case management software, and media research;
- Valid driver's license, with the ability to travel within and throughout Idaho, including travel to courts and various correctional institutions.

HOW TO APPLY: Qualified applicants must submit 1) a cover letter, 2) resume, 3) two letters of recommendation, and 4) a writing sample. The required materials must be **received** no later than February 21, 2014, at 5:00 p.m. Send either by regular mail or email to:

Rachel Murray
Office Administrator
State Appellate Public Defender
3050 N. Lake Harbor Lane, Suite 100
Boise, ID 83703
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rmurray@sapd.state.id.us

Hiring is done without regard to race, color, religion, national origin, sex, age, or disability. In addition, preference may be given to veterans who qualify under state and federal laws and regulations.