



Bobby Jindal
Governor

Frank X. Neuner, Jr.
Chairman

Jean M. Faria
State Public Defender

EQUAL JUSTICE FOR ALL

**JOB POSTING:
Capital Case Coordinator**

POST DATE: March 15, 2012

Qualifications:

An eligible applicant must be an attorney licensed to practice law in the United States with at least five years of specific experience in capital defense. An eligible applicant must also be a U.S. citizen, become a domiciliary of Louisiana who is registered to vote in Louisiana, and be available to work full-time in the Board's Baton Rouge office.

Duties:

The Capital Case Coordinator is a full-time, executive-level staff position with the State of Louisiana. Responsibilities include:

- Monitor and review Capital Case Guidelines and performance standards as required by La. R. S. 15:148 (B)(10) in order to ensure high quality legal representation for all persons facing the possible imposition or execution of a death sentence in a manner that is uniformly fair and consistent throughout the state.
- Implement and review a state capital case representation plan formalizing the means by which quality legal representation in death penalty cases is to be provided in accordance with the Capital Guidelines.
- With the budget officer, evaluate the delivery of capital defender services across the state to ensure the most cost-effective and economical practices consistent with service delivery under the Guidelines and to prepare and present a budget with short and long term projections for capital defender spending.
- Work with local District Defenders to implement and review local capital representation plans consistent with the statewide plan and the Capital Case Guidelines.
- Review and draft contracts with organizations or individuals to perform defense services in capital cases requiring compliance with the Guidelines and standards.
- Monitor and supervise capital appellate and post-conviction representation by contract program, local defenders, pro bono counsel, or other providers of these services.

- Evaluate questions of conflicts of interest in capital case representation and enforcing rules to avoid conflicts.
- Recruit and certify attorneys to handle capital cases.
- Monitor and track all capital cases in the state, whether handled by contract agencies, local public defenders, or private counsel.
- Developing and conducting, in coordination with the LPDB Training Division, high quality training programs for capital case attorneys.
- Monitor and approve the hiring of experts, investigators, and other ancillary professional services reasonably necessary/appropriate to provide high quality legal representation at every stage of the proceedings in capital cases assigned to local public defenders or contract agencies.
- Promote the recruiting and training of mitigation specialists in the state by coordinating with universities with social work programs in order to expand and improve mitigation investigation and presentation in this state.
- With other agency staff, develop and present for the Board's approval a strategic plan for the delivery of capital defender services across the state at trial, appellate and post-conviction level.

Compensation:

Compensation is salaried and commensurate with experience. Employment with the State of Louisiana includes full health benefits and enrollment in the State of Louisiana Retirement System. The Louisiana Public Defender Board encourages professional development and supports these opportunities for its staff.

To Apply:

Please submit a resume/curriculum vitae, writing sample and three references by e-mail, fax or hard copy to:

Frank X. Neuner, Jr., Chairman
Louisiana Public Defender Board
500 Laurel Street, Suite 300
Baton Rouge, LA 70801

(225) 219-9326 (fax) / employment@lpdb.la.gov