

# FEDERAL PUBLIC DEFENDER'S OFFICE

## WESTERN DISTRICT OF NEW YORK

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*REPLY TO: BUFFALO*

## POSITION ANNOUNCEMENT

### Volunteer Law Clerk Positions

### Buffalo and Rochester Offices

#### THE POSITION:

The Federal Public Defender Office for the Western District of New York is seeking qualified candidates to fill multiple Volunteer Law Clerk positions for the Summer of 2023.

#### WHAT WE DO:

The Federal Public Defender Office is a law office that provides legal representation to persons charged with committing federal crimes who cannot afford to hire an attorney. We represent the accused from arrest through trial and appeal, including the U.S. Supreme Court.

We work together to uphold every person's right to be presumed innocent and to a fair sentence if convicted. Our defense is vigorous, both at trial and on appeal. We advocate for fair and just treatment for our clients by demonstrating their humanity.

#### WHO WE ARE:

We are attorneys, legal assistants, paralegals, investigators, office administrators, and information technology specialists committed to cultivating a culture of acceptance and connectedness that honors the diverse backgrounds of the people we represent.

We value diversity and a commitment to equality, and we believe better legal representation occurs when members of the defense team have diverse backgrounds and experiences. In recruiting members of our team, we welcome the full spectrum of humanity. We embrace the unique contributions that you can bring, including your culture, ethnicity, education, opinions, race, sex, gender identity and expression, sexual orientation, nation of origin, age, languages spoken, veteran's status, religion, disability, and economic status.

#### WHAT A VOLUNTEER LAW CLERK DOES:

Volunteer Law Clerks will have the opportunity to work with Assistant Federal Public Defenders in both our Buffalo and Rochester Offices. Assignments typically include reviewing discovery, research and writing pretrial motions and sentencing memorandum. Law clerks have

opportunities to work on cases at differing stages of litigation including arrest, pretrial motions, plea, trial and sentencing. Law clerks are encouraged to attend court appearances and given access to the law clerk Speaker Series sponsored by the United States Attorney's Office for the WDNY and the Erie County District Attorney's Office.

## **HOW TO APPLY:**

NO PHONE CALLS PLEASE. Applicants must send a cover letter, resume, transcripts, (1Ls need not provide transcripts to apply, but must provide if they obtain an interview), and writing sample in .pdf format via email to Chelsea Miller at [zzNYWml\\_HR1@fd.org](mailto:zzNYWml_HR1@fd.org). In the subject line of your email, please indicate your preference for the Buffalo and/or Rochester offices. Application Deadline: **Friday, March 31, 2023**. All responses will remain confidential. Only those selected for an interview will be contacted. The Federal Defender Office may fill current and future positions from this vacancy announcement. We are an equal opportunity employer.