

**Virginia Indigent Defense Commission
Central Region Capital Defender Office- Richmond
Capital Defender Investigator
Starting Salary \$44,658**

The Virginia Indigent Defense Commission (VIDC) is now accepting applications for the position of Capital Defender Investigator in the Central Region Capital Defender Office. The Central Region Capital Defender's Office is seeking a self-motivated individual to perform investigative work for capital defense cases. The VIDC is committed to providing quality legal services for indigent defendants charged with criminal offenses. The Capital Defender Investigator reports to the Capital Defender and is employed at will. .

Duties: This position is responsible for investigating, developing and collaborating with witnesses. This position will also be responsible for following up on leads and inquiries as directed by the attorney and mitigation specialists. Other duties include earning and developing the trust of defendant clients, their families and potential witnesses. The position is required to have close interaction and build rapport with members of the capital defender team.

Qualifications: Knowledge of investigative techniques and procedures; basic legal knowledge; working knowledge of the rules of evidence in Virginia and the VA code; knowledge of the death penalty and the difference between admissible facts and inadmissible facts. A qualified applicant must have the ability to use creative thinking to thoroughly investigate cases and the ability to formulate a convincing approach. The desired candidate must have the ability to take the initiative and identify potential areas of inquiry. In addition, the candidate must be able to collect, analyze and evaluate evidence, conduct interviews and communicate effectively and accurately both orally and in writing. The qualified applicant will also possess skills using Microsoft Office products. The desired candidate should have experience in law enforcement or social work. Some related college education is preferred.

How to Apply: Applicants should submit a state application, resume, cover letter and references to: Virginia Indigent Defense Commission, Attn: David Baugh, Esq., Office of the Capital Defender, 701 E. Franklin Street Richmond, Va. 23219. Applications may also be sent via email to dbaugh@idc.virginia.gov. State applications may be downloaded at www.indigentdefense.virginia.gov

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