

**EMPLOYMENT ANNOUNCEMENT  
STATE OF FLORIDA  
OFFICE OF THE CAPITAL COLLATERAL REGIONAL COUNSEL—SOUTH**

**Job Title:**

Staff Attorney/Legal Trainee

**Job Location:**

Fort Lauderdale, Florida

**Job Type:**

Legal – Defender

**Organization Information:**

Office of the Capital Collateral Regional Counsel- South  
110 SE 6th Street, Suite 701  
Fort Lauderdale, FL 33301

**Position Description:**

The CCRC-South office is responsible for investigating, filing and litigating state postconviction motions for indigent death row inmates in the Florida trial courts, carrying forward appeals to the Florida Supreme Court, preparing, and filing and litigating habeas corpus petitions in the federal courts, appeals to the Eleventh Circuit Court of Appeals and the United States Supreme Court. The staff attorney works in a government defender law office setting with other full and part time experienced capital postconviction lead attorneys as well as with several second chair attorneys with more limited experience in capital state postconviction and federal habeas corpus litigation. Cases are assigned within the office in a team concept. Each case is assigned a unique team that includes a lead attorney with a background in capital litigation, a second chair attorney with more limited experience, and a member of the in-house investigative staff. Staff attorneys work closely with the team, clients, witnesses and experts to effectively challenge the conviction and sentence. The position is a litigation/hybrid offering opportunities for advocacy through motion practice, courtroom hearings, appellate briefing and appellate oral argument.

Although the majority of the caseload originates from the south Florida area, including the 11th, 15th, 15th, 17th, 19th, and 20th State of Florida Judicial Circuits, conflict case appointments may arise from other areas in Florida. Death row for male prisoners is located in northern Florida, which requires frequent travel for direct client contact.

Opportunity for growth: Once an attorney has met the requirements of Fla. R. Crim. P. 3.112(k), which requires a minimum of membership in any bar for at least five years and at least three years of experience in the field of postconviction litigation, as well as participation in a combined total of five proceedings, including capital trials, capital sentencings, capital postconviction evidentiary hearings, capital collateral postconviction appeals and capital federal

habeas proceedings (At least two of the five required proceedings must be postconviction or federal habeas proceedings), the Attorney can become lead qualified.

**Requirements:**

Qualified candidates must be graduates of an accredited U.S. law school. Attorneys must also be a member in good standing with the Florida Bar or willing to sit for the next possible examination. Highly qualified law graduates or members of another state bar who commit to taking the next scheduled Florida Bar examination will also be considered. Frequent travel in Florida and elsewhere on short notice is a necessary part of the listed position. Prior criminal defense or clinical experience and/or fluency in Spanish is a plus.

**How To Apply:**

Send a current resume, a writing sample, and at least three references to: Suzanne Keffer, Capital Collateral Regional Counsel – South, 110 SE 6th Street, Suite. 701, Ft. Lauderdale, FL 33301. Or email to [keffers@ccsr.state.fl.us](mailto:keffers@ccsr.state.fl.us). No telephone calls please.

**Note:**

CCRC South is a State of Florida agency, and the State of Florida is an equal opportunity employer.

**Salary and Benefits:**

Salary is DOE (depending on experience). The position offers full State benefits including, but not limited to:

- Annual and Sick Leave benefits.

- 11 Paid holidays (some years include additional days depending how the calendar falls), and one Personal Holiday each year.

- State Group Insurance coverage options, including health, life, dental, vision, and other supplemental insurance option.

- Retirement plan options, including employer contributions. Additional Information can be found at: [www.myfrs.com](http://www.myfrs.com).

- Flexible Spending Accounts

- Tuition waivers.

For a more complete list of benefits, visit [www.mybenefits.myflorida.com](http://www.mybenefits.myflorida.com)

**Submission Deadline:**

April 30, 2024