

Job Title	Mitigation Specialist
Employer/ Agency	Texas Defender Service
Job Description	<p>The Mitigation and Investigation Unit at Texas Defender Service (TDS) invites applications for a full-time Mitigation Specialist to join our dynamic and committed team. The mitigation unit works on pre-trial and post-conviction capital cases across the state and seeks to tell the unique and compelling stories of those facing the death penalty. This narrative helps decision-makers understand our clients through a lens that takes the entirety of the person into account.</p> <p>About TDS: Texas Defender Service (TDS) is a private, non-profit organization whose mission is to improve the quality of representation afforded to those facing a death sentence and to expose and eradicate the systemic flaws plaguing the Texas death penalty.</p> <p>Commitment to Diversity: Texas Defender Service recognizes that BIPOC are disproportionately impacted by the carceral system and seeks to build a team that represents a variety of backgrounds, perspectives, and skills. TDS believes that diversity and inclusion in the workplace is essential to our organizational performance and the quality of our representation.</p> <p>Approach to the work: We believe in the inherent dignity of our clients and our approach to the work is based on this. We value cultural humility, collaboration, and professionalism. We practice an interdisciplinary approach to each case with an emphasis on positive and meaningful dialogue.</p> <p>Our commitment to you: The salary for this position is between \$51k and \$55k. Benefits include health insurance, life insurance, a matching 401k program and an generous vacation policy. It is our hope that staff members use this time to balance periods that require extensive and sustained work. TDS is committed to ongoing professional development and provides an employee stipend for relevant trainings and licensure. TDS is a flexible work environment that provides every support possible to assist in your commitment to our clients.</p> <p>Your commitment to us: An understanding that this is not a typical 9-5 job and that flexibility and collaboration are critical. A strong commitment to upholding and promoting mitigation best practices, as outlined in the ABA Guidelines for Mitigation Function of Defense Team in Capital Cases, is mandatory. The ideal candidate will demonstrate an eagerness to work as part of a multi-disciplinary team from diverse backgrounds. Cultural humility is essential.</p> <p>Role: The Mitigation Specialist is responsible for investigating, analyzing, and developing evidence relevant to the client's life history for both trials and post-</p>

conviction proceedings in capital cases. The Mitigation Specialist will be appointed on death eligible cases throughout the state and work in collaboration with the Capital Trial Project, Post-Conviction Team, and external capital defense lawyers.

Responsibilities:

- Obtaining and analyzing anecdotal and documentary evidence relevant to the client's life history, including but not limited to: medical and psychiatric history; trauma history; educational history; employment history; military history; social service and child protective service contacts with the family; multigenerational family history and patterns of behavior; genetic disorders and vulnerabilities; prior adult and juvenile correctional experience; religious, gender, sexual orientation, ethnic, racial, cultural and community influences; and socio-economic, historical and political factors.
- Interviewing the client, establishing on-going relationships with the client and family, and interviewing witnesses who are knowledgeable about the client at every phase of his or her life, relevant to both the crime and the client's life history in a culturally competent manner.
- Establishing rapport with clients and witnesses that overcomes barriers those individuals may have against the disclosure of sensitive information.
- Assisting in identifying and working with experts.
- Furnishing memos and/or reports on a variety of topics to counsel and experts, including social histories and chronologies.
- Working as a member and facilitating the success of teams.
- Consulting with attorneys to develop theories of the case and case strategy.
- Carrying a caseload of three-four cases.
- Organizing and administering the case file.

Qualifications

- Master's Degree in Social Work, Journalism, Sociology, Psychology or similar degree and 1 year experience as a mitigation specialist; or equivalent years of experience as mitigation specialist in capital cases. Other relevant experience and educational background will be considered.
- Driver's license.
- Ability and willingness for overnight travel and to work weekends. (Travel is typically 50-60%)
- An organized and precise work practice with attention to detail and accuracy.
- Highly developed ability to absorb and order information.
- Clear written and oral expression.
- Highly developed interpersonal skills.
- Commitment to excellence in indigent defense.
- Strengths in teamwork, client relations and relationship building.

	<ul style="list-style-type: none"> • Experience working with people from diverse backgrounds, including an awareness of the barriers that must be overcome to successfully work with people who have life experiences you do not share. • Creativity and energy in approaching all tasks and responsibilities. • Ability to work in a client-centered practice and maintain the confidentiality of all information obtained while working on the case. • Experience with Internet research and strong computer skills with programs such as Word, Excel, and PowerPoint. • Spanish fluency is highly desired.
Salary/Hours	51k-55k
Employer/Agency	Texas Defender Service
City, State, Zip	Houston or Austin
Contact Person	Randi Chavez -rchavez@texasdefender.org
Contact Title	Director of Mitigation
Telephone Number	512.320.8300
Email Address	rchavez@texasdefender.org
Application Method	Email Resume, Cover Letter, Writing Sample and 3 references to rchavez@texasdefender.org
Opening Date	9/1/21

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