



ADMINISTRATIVE OFFICE OF THE
UNITED STATES COURTS

HONORABLE THOMAS F. HOGAN
Director

WASHINGTON, D.C. 20544

March 18, 2013

MEMORANDUM

To: Chief Judges, United States Courts
Circuit Executives
Federal Public/Community Defenders
District Court Executives
Clerks, United States Courts
Chief Probation Officers
Chief Pretrial Services Officers
Senior Staff Attorneys
Chief Preargument/Conference Attorneys
Bankruptcy Administrators
Circuit Librarians
Administrative Office Senior Staff

From: Judge Thomas F. Hogan *Thomas F. Hogan*

RE: APPOINTMENT OF ASSISTANT DIRECTOR OF THE OFFICE OF
DEFENDER SERVICES

I am pleased to advise you that Cait T. Clarke has been selected as the new Assistant Director of the Office of Defender Services (ODS). Cait is currently the Director of Strategic Initiatives with the National Legal Aid & Defender Association (NLADA). Throughout her career, Cait has held leadership positions in the field of public defense and equal access to justice. She was the Director of Federal Programs and Public Interest Law Opportunities at Equal Justice Works and the Founding Director of the NLADA's National Defender Leadership Institute.

In addition to her experience as an administrator and manager, Cait has extensive experience as a legal educator and management consultant. Cait was an associate professor at Loyola University School of Law, New Orleans, supervised doctoral candidates at Harvard Law School, and directed the Executive Session on Public Defense at the John F. Kennedy School of Government's Program on Criminal Justice Policy and

Management. She is an author and has written extensively regarding negotiation skills, leadership, and numerous aspects of criminal defense work. Cait began her legal career as a law clerk at the D.C. Court of Appeals, after which she became an E. Barrett Prettyman Law Fellow at Georgetown University Law Center, where she was a instructor at the Center's Criminal Justice Clinic.

Cait received a Bachelor of Science degree from Villanova University in Commerce and Finance, and a J.D. from Catholic University. She also received an LL.M. from Georgetown University Law and an S.J.D. from Harvard Law School.

Cait's appointment will be effective on April 15, 2013. I hope you will join me in welcoming her to the Judiciary.