

*** CAREER OPPORTUNITY ***



UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF ARKANSAS

Position Title: Term Law Clerk to a Magistrate Judge
Location: Little Rock Office - Announcement #18-J09
Closing Date: Open Until Filled
Starting Salary/Range: JSP Grade 11/1 to 14/10 (\$61,218 - \$134,038)*
**depending on qualifications and experience*
Tour of Duty: Full-time, One year term beginning January 2019
(possibility of an extension at the Judge's discretion)

Position: The United States District Court for the Eastern District of Arkansas has a position open for a law clerk to a United States Magistrate Judge. A law clerk to a U. S. Magistrate Judge performs substantive review, research and writing and is responsible for preparing orders, drafting opinions and making recommendations to the Judge addressing a variety of topics in both civil and criminal litigation. There is daily interaction with the Judge concerning legal and court-related issues. Appointment longevity is determined at the discretion of the Judge.

Qualifications: To qualify for the position of law clerk a person must be a graduate of an accredited law school, have excellent academic credits, possess superior legal research and writing skills, and be proficient in computer-assisted research, Windows, and word processing. Bar membership and federal litigation experience are preferred, as well as experience on the editorial board of law review, moot court and/or publication in a law review journal.

To apply, submit law school transcript, writing sample, resume and references to:

**Clerk, United States District Court (#18-J09) 600 West Capitol, Room A-149
Little Rock, AR 72201-3325**

Only the most qualified applicants will be interviewed. This position is subject to mandatory EFT participation for payment of net pay. Must be a U.S. Citizen or permanent resident seeking citizenship. The selected candidate must successfully complete an FBI and local background check as a condition of employment.

**** The Court is an Equal Opportunity Employer ****