

*** CAREER OPPORTUNITY ***



UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF ARKANSAS

Position Title:	Death Penalty Law Clerk
Location:	Little Rock Office - Announcement #14-J05
Closing Date:	Open Until Filled
Starting Salary/Range:	JSP Grade 11/1 to 14/1 (\$57,982 - \$97,657)* *depending on qualifications and experience
Tour of Duty:	20 hours per week

Position Overview: The United States District Court, Eastern District of Arkansas, has a position open for a part-time Death Penalty Law Clerk to a District Judge. Responsibilities of this position are to assist district judges and court staff with legal and procedural issues in death penalty habeas cases. Extensive legal research required. A law clerk is responsible for preparing orders, drafting opinions, and making recommendations to the Court. There is regular interaction with the judges concerning legal issues.

Qualifications: To qualify for the position of a 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 WordPerfect. Bar membership and federal litigation experience are preferred, as well as experience on the editorial board of a law review, moot court, and/or publication in a law review journal. A background in death penalty, habeas, appellate and/or criminal law is strongly preferred. Only the most qualified applicants will be interviewed.

To apply, submit resume, writing sample (within one year), law school transcript and references to:

**Clerk of Court
United States District Court #14-J05
600 West Capitol, Room A149
Little Rock, AR 72201-3325**

Employees of the U. S. District Court are entitled to benefits which include the retirement system, health benefits, life insurance, flexible spending accounts, scheduled holidays and annual leave program, and periodic salary increases. This position is subject to mandatory Electronic Funds Transfer participation for payment of net pay. The selected candidate must successfully complete an FBI background check as a condition of employment. Only the most qualified applicants will be interviewed.

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