

*** EMPLOYMENT OPPORTUNITY ***



UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF ARKANSAS

Position Title:	Law Clerk to a Magistrate Judge
Location:	Little Rock Office - Announcement #16-J10
Closing Date:	Open Until Filled
Starting Salary/Range:	JSP Grade 11 to 13 (\$59,246 - \$109,781)* *depending on qualifications and experience
Tour of Duty:	Full-time, 90 Day Temporary Appointment

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 a daily interaction with the Judge concerning legal and court-related issues. Appointment longevity is to be determined at the sole 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 is 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, and resume, including education, experience, and references to:

**Clerk, United States District Court 16-J10
600 West Capitol, Room A149
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. The selected candidate must successfully complete FBI and local background checks as a condition of employment.

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