*** C A R E E R   O P P O R T U N I T Y ***

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF ARKANSAS

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Position Title:	One or more Law Clerk(s) to a District Judge *(Anticipated start date - September 2020)*
Location:	Little Rock Office - Announcement #19-J02
Closing Date:	Open Until Filled
Starting Salary/Range:	JSP Grade 11 to 13 ($62,236 - $88,704)* *depending on qualifications and experience
Tour of Duty:	Full-time, Term Appointment

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Position Overview: The United States District Court for the Eastern District of Arkansas has a position open for a law clerk to a United States District Judge.   A law clerk to a United States District 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 software.   Bar membership and federal litigation experience are preferred, as well as experience on the editorial board of law review, moot court experience, 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 19-J02
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.   Must be a U.S. Citizen or permanent resident seeking citizenship.   The selected candidate must successfully complete FBI and local background checks as a condition of employment

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

August 15, 2019   Announcement #19-J02