

*** EMPLOYMENT OPPORTUNITY ***



UNITED STATES DISTRICT COURT EASTERN DISTRICT OF ARKANSAS

Position Title:	Law Clerk to a District Judge (One or More) <i>(Anticipated start date - August 2024)</i>
Location:	Little Rock Office - Announcement #21-J09
Closing Date:	Open Until Filled
Starting Salary/Range:	JSP Grade 11 to 14 (\$64,649 - \$108,885)* *depending on qualifications and experience
Tour of Duty:	Full-time, Term Appointment

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 grades, and possess superior legal research and writing skills. Top 20 law school, top 15% of class, and experience on the editorial board of law review are preferred.

To apply, submit undergraduate and law school transcripts, two writing samples, and resume, including education, experience, and references to:

**Clerk, United States District Court 21-J09
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 ****

November 5, 2021

Announcement #21-J09