

*** EMPLOYMENT OPPORTUNITY ***



UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF ARKANSAS

Position Title:	Law Clerk to a Magistrate Judge (Anticipated start date - April 2025)
Location:	Little Rock Office - Announcement #25-J04
Closing Date:	Open Until Filled
Starting Salary/Range:	JSP Grade 11 to 14 (\$73,939 - \$137,000)* *depending on qualifications and experience
Tour of Duty:	Full-time, Term 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 consistent with the requirements of the Judicial Conference of the United States.

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. 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 25-J04
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 an FBI and local background check as a condition of employment.

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