

Pro Se Law Clerk (Temporary)



Bakersfield, California
www.caed.uscourts.gov

Position Details

Job Grade: JSP 11-14
Starting Salary Range: \$57,408 – \$96,690

Closing Date: Open until filled; however, preference given to materials received by 2/13/2013

How to Apply:

Applicants must submit materials electronically through the OSCAR system located at <https://oscar.uscourts.gov/>. The posting is listed under the account of Magistrate Judge Jennifer L. Thurston

Applicants must provide:

- 1) An introductory cover letter addressed to Magistrate Judge Jennifer L. Thurston, U.S. District Court, 510 19th Street Suite 200, Bakersfield, CA 93301
- 2) A chronological resume
- 3) A writing sample (no more than 10 pages in length)
- 4) A copy of the applicant's law school transcript
- 5) A list of at least 3 professional references

For more information about the U.S. courts go to:
USCourts.gov

Position Overview

The court is accepting applications for a full-time, temporary Pro Se Law Clerk position in our Bakersfield, CA office. The incumbent will complete research on prisoner §1983 litigation. The incumbent will substantively review pleadings, prepare bench memos, and draft orders on such matters pending before the judge. The position is available immediately with a scheduled end date of September 30, 2013; however, this date may be extended.

Minimum Qualifications

For consideration, applicants must be law school graduates with strong academic records and possess excellent research and writing skills. Excellent case management skills and the ability to work independently in a production oriented, high-volume work environment is required. Preference will be given to candidates who possess experience with §1983 litigation.

To qualify for appointment at a JSP grade 11 step 1 (\$57,408), an applicant must be a law school graduate and have the equivalent of one year of full-time legal work experience after graduation from law school. Substitutions for the one year of experience are permitted and include: 1) Graduation in the upper third of a law school class, 2) experience on the editorial board of a law review, 3) publication of a noteworthy article in a law school student or scholarly publication, 4) Special high-level honors for academic excellence in law school, 5) Winning of a moot court competition or membership on a moot court team that represents the law school in competition with other law schools, 6) participation in the legal aid or other law school clinical program, or 7) summer experience as a law clerk to a state or local judge or law clerk experience on a continuous basis in a private firm while attending law school.

For appointment at a JSP grade 12 step 1 (\$68,809), an applicant must meet the qualifications for a JSP grade 11, possess one additional year of full-time legal work experience after graduation from law school (no substitutions permitted) AND be a member of the Bar of a state, territorial, or Federal Court of general jurisdiction.

For appointment at a JSP grade 13 step 1 (\$81,823), an applicant must meet the qualifications for a JSP grade 12 and possess at least one additional year of full-time legal work experience after graduation from law school (no substitutions permitted).

For appointment at a JSP grade 14 step 1 (\$96,690), an applicant must meet the qualifications for a JSP grade 13 and possess at least one additional year of full-time legal work experience after graduation from law school (no substitutions permitted).

Disclosures

The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, any of which may occur without prior written or other notice. Only qualified applicants will be considered for this position. Participation in the interview process will be at the applicant's own expense and relocation expenses will not be provided. As a condition of employment, the selected candidate will be subject to an FBI fingerprint background check. All information provided by applicants is subject to verification and background investigation. Applicants must be either U.S. citizens or eligible to work for the United States government.