



Fresno, California

www.caed.uscourts.gov

Position Details

Job Grade: JSP 11-13

Salary Range: \$57,982 –\$107,434

Closing Date: 8/8/2014

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 Stan A. Boone.

Applicants must provide:

- 1) An introductory cover letter addressed to U.S. Magistrate Judge Stan A. Boone, U.S. District Court, 2500 Tulare Street #1501, Fresno, CA 93721
- 2) A chronological resume
- 3) A writing sample (no more than 10 pages in length)
- 4) Copy of law school transcript
- 5) A list of at least 3 professional references

Benefits:

- Paid Holidays
- Health Insurance
- Dental & Vision Insurance
- Flexible Spending Account
- Life Insurance
- On Site Gym
- Parking Space

For more information about benefits go to: USCourts.gov

Position Overview

The court is accepting applications for a full-time, term law clerk position in our Fresno office. The incumbent will support two U.S. Magistrate Judges by conducting extensive research and writing on petitions for writ of habeas corpus filed by prisoners. This will include substantively reviewing pleadings, preparing bench memos and drafting orders on such matters pending before both judges. Work on other types of cases may be assigned as time permits. The expected start date will be either on or shortly after August 18, 2014 with an initial term of appointment through January 3, 2016 (subject to renewal).

Minimum Qualifications

For consideration, applicants must be law school graduates with strong academic records and possess excellent research and writing skills. Candidates also must possess strong case management skills and the ability to work independently in a production oriented, high-volume work environment. Candidates who possess work experience on habeas matters are preferred.

To qualify for appointment at a JSP grade 11 step 1 (\$57,982), 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 the following:

- Graduation in the upper third of a law school class;
- Experience on the editorial board of a law review; publication of a noteworthy article in a law school student or scholarly publication;
- Special high-level honors for academic excellence in law school, such as election to the Order of the Coif;
- Winning of a moot court competition or membership on a moot court team that represents the law school in competition with other law schools; participation in the legal aid or other law school clinical program;
- Or 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 (\$69,497), 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 (\$82,642), 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).

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 applicants 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.