



Sacramento, California

www.caed.uscourts.gov

Position Details

Job Grade: JSP 12/1 - 13/10

Starting Salary Range:

JSP 12/1- \$76,142

JSP 13/1 - \$90,543

Closing Date: May 27, 2016

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 Chief Magistrate Judge Edmund F. Brennan.

Materials must include:

- 1) An introductory cover letter addressed to “Magistrate Judge Nominee”)
- 2) A chronological resume
- 3) A writing sample (not more than 10 pages and minimally edited by others)
- 4) A list of at least 3 professional references
- 5) Copy of law school transcript

Benefits:

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

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Position Overview

The court is accepting applications for a full-time term law clerk position in our Sacramento office. The incumbent will work for a newly appointed magistrate judge and will perform substantive review, research and writing on a wide range of issues that arise in federal litigation. In addition, the incumbent will prepare bench memos and orders on such matters that are pending before the judge.

The appointment of the new magistrate judge is subject to her successful completion of a background investigation. If successful, it is anticipated her appointment will occur on or shortly after August 1, 2016. The selected applicant for this term law clerk position will be expected to commence employment either on or shortly after the new magistrate judge’s actual date of appointment. The initial term of appointment will be one year and is subject to renewal of up to three additional years.

In order to assist the magistrate judge nominee recruit for this position, this announcement has been posted under the OSCAR account of Chief Magistrate Judge Edmund F. Brennan. Candidates are asked to not contact Judge Brennan’s chambers. Candidates also should note the OSCAR system will be down from Monday, May 29, 2016 through Friday, June 3, 2016. While this announcement may be reposted on Monday, June 6, 2016 (i.e., when the OSCAR system is again available), candidates who apply by Friday, May 27, 2016 will be given first consideration.

Minimum Qualifications

For consideration, applicants must be law school graduates with strong academic records and must possess the following:

- At least one year of post-graduate legal work experience. Experience with civil litigation and/or prior federal clerkship experience is highly preferred.
- Bar membership in a state, territory or federal court of general jurisdiction.
- Strong demonstrated writing, research and case management skills.
- The ability to work independently in a production oriented, high-volume work environment.

Disclosures

- Only qualified applicants will be considered for this position.
- 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.
- Employees of the U. S. District Court serve under “Excepted Appointments” and are considered “at-will” employees. Federal Civil Service classifications and regulations do not apply; however, court employees are entitled to the same benefits as other Federal Government employees.
- Court employees are subject to a Code of Conduct. A copy will be provided upon request.
- 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.