

**Job Opportunity  
Judicial Law Clerk (Term)  
To U.S. Magistrate Judge Designate  
Stephanie Dawkins Davis**  
Grade Range: JSP 11– 13 (depending on qualifications)  
Starting Salary Range: \$63,656-\$90,728

*Announcement  
Number: 15-23*

*Posted: October 29, 2015*

*Closes: November 27,  
2015*

*Location: Flint,  
Michigan*



U.S. District Court  
Eastern District of Michigan  
[www.mied.uscourts.gov](http://www.mied.uscourts.gov)

The Theodore Levin  
United States Courthouse  
231 West Lafayette Blvd.  
Detroit, MI 48226  
Attention: Human Resources  
Room 848

E-mail application materials to  
"Apply@mied.uscourts.gov"  
Subject: 15-23 Term Law Clerk

**AN EMPLOYMENT OPPORTUNITY OPEN TO ALL QUALIFIED CANDIDATES.  
UP TO TWO POSITIONS AVAILABLE.**

**POSITION SUMMARY**

The position of Judicial Law Clerk (Term) to the Honorable Stephanie Dawkins Davis is available in the United States District Court for the Eastern District of Michigan. This position is located in Flint, Michigan, with occasional travel to the Detroit Courthouse. The term position is expected to begin in January 2016.

**QUALIFICATIONS**

Qualifications must be met at the time of application.

Applicants must have a Juris Doctor degree. The position requires excellent research and writing skills. Candidate must be hardworking and motivated. Upper one third of law school graduating class, experience on Law Review or Journal, and candidates who have already passed the bar are preferred. Preference will be given to applicants with prior clerkship or post law school experience.

**PROCEDURES FOR APPLYING**

To be assured consideration, please submit the following single-sided documents **ONLY**: a cover letter (include announcement number), resume, a completed application (located on the Court website) and one writing sample (20 page maximum) to the address at the left by the closing date. E-mailed documents must be in Word, WordPerfect or PDF format. Zip files and faxes will not be accepted.

Application materials that do not adhere to the Procedures for Applying may not be considered. Applicant materials submitted in addition to the required documents will not be considered or retained. Separate application must be made to individual vacancy announcements

Only those applicants selected for interview will be contacted. Travel reimbursement in connection with the selection process and/or relocation is not authorized.

**An Equal Opportunity Employer**

*All applicants must be a U.S. citizen or be eligible to work in the United States.  
All appointments subject to FBI Fingerprint Background Check; with periodic reinvestigation, if applicable.  
Retention depends upon a favorable suitability determination.  
All appointments also subject to mandatory electronic funds transfer.  
More than the advertised number of positions may be filled with this announcement.*