



# CAREER OPPORTUNITY

## U.S. DISTRICT COURT, EASTERN DISTRICT OF MICHIGAN

### JUDICIAL LAW CLERK (TERM) TO U.S. MAGISTRATE JUDGE DESIGNATE CURTIS IVY

United States District  
Court  
600 Church Street  
Flint, MI 48502

Submit application  
materials through  
Online System for  
Clerkship Application  
and Review (OSCAR)

[https://  
oscar.uscourts.gov/  
index.php?\\_tab=home](https://oscar.uscourts.gov/index.php?_tab=home)

**Vacancy Number:**  
20-06

**Posting Date:**  
May 26, 2020

**Closing Date:**  
Open Until Filled

**Duty Station:**  
Flint, MI

**Classification Level:**  
JSP 11-13 (depending  
upon qualifications)

**Starting Salary Range:**  
\$70,286—\$100,177

**Number of Positions  
Available:** 1

**Position Open to:**  
All qualified candidates

#### **The Mission of the Court:**

The United States Courts are an independent, national judiciary providing fair and impartial justice within the jurisdiction conferred by the Constitution and Congress. As an equal branch of government, the federal judiciary preserves and enhances its core values as the courts meet changing national and local needs.

#### **Chambers' Role in the Mission of the Court:**

We view our Chambers as a team, consisting of the Judge, Case Manager, two Law Clerks, and any judicial interns who may be temporarily on duty. We work closely together as a cohesive unit, committed to a shared set of values centered on administering justice in a fair, impartial, and efficient manner. We view our mission as one of providing service to the public, the attorneys, the parties, the witnesses and the victims. Within Chambers, we work together toward this common goal in an atmosphere that encourages communication, dialogue, discussion, and mutual assistance. While the work is serious and consequential, we strive to imbue our daily working environment with a sense of good cheer and geniality.

#### **The Law Clerk Position:**

Our Chambers is currently seeking applications for one full time Law Clerk position, for appointment to a term of one or two years, beginning in fall/winter 2020. Law school graduates from the Class of 2020 and earlier are invited to apply. We seek the most qualified individuals who have demonstrated outstanding writing and analytical skills and possess the personal qualities that will allow them to work well in a team environment.

#### **Qualifications:**

Qualifications must be met at the time of application.

#### **Required:**

Juris Doctor Degree

#### **Preferred:**

- Top 10% of graduating class
- Analytical and writing skills demonstrated by successful competition on Moot Court team, winning best brief awards, or publication of note or article in Law Review

We consider diversity of experience and background to be a positive factor in selecting Law Clerks.

Law Clerks should be prepared to work extremely hard in order to meet deadlines promptly and to produce the highest quality of written work consistently. We encourage Law Clerks to become involved in the local community and the bar. Our Court has a mentoring program called the Flint Youth Initiative, a partnership with Big Brothers Big Sisters of Greater Flint, in which members of our chambers have served as "lunch buddies" (mentors) to underprivileged elementary and middle school students in the Flint public schools.



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**Procedures for Applying:**

To be assured consideration, applicants must apply for this position using the **Online System for Clerkship Application and Review (OSCAR)** system, the link is provided below. Make sure to follow the instructions provided on that site.

[https://oscar.uscourts.gov/index.php?\\_tab=home](https://oscar.uscourts.gov/index.php?_tab=home)

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

**Local Benefits\*:**

Telework	Flexible/Alternate Work Schedules
Modern, On-site Fitness Center	Public Transit Subsidy Reimbursement Program
Time Off with Pay for Approved Volunteer Activities	

*\*when/where available*

**National Benefits:**

Ten Paid Holidays	Group Health, Dental, Vision and Life Insurance
Long-Term Care Insurance	Health and Dependent Flexible Spending Accounts
Commuter Benefit Program	Employee Assistance Program
Work Life Services	Virtual Judiciary Online University

**An Equal Opportunity Employer**

*All applicants must be a U.S. citizen or must be a lawful permanent resident (i.e., green card holder) and seeking U.S. citizenship or must complete an affidavit indicating their intent to apply for citizenship when they become eligible to do so.*

*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.*

*All employees are required to adhere to the Code of Conduct for Judicial Employees (available for review upon request).*

*The Court reserves the right to fill more than the advertised number of positions with this announcement, may modify the conditions of this job announcement, or may withdraw the announcement, any of which may occur without prior written or other notice.*