



CAREER OPPORTUNITY

UNITED STATES DISTRICT COURT EASTERN DISTRICT OF MICHIGAN

Position: Judicial Law Clerk (Term)
To U.S. District Judge Robert J. White

Vacancy #: 2024-15

Classification: JSP 11-13 (depending on qualifications)

Starting Salary Range: \$80,006 to \$114,031

Duty Station: Detroit, MI Status: Term

Open to: All qualified candidates Number of Positions: One

Detroit
231 W. Lafayette Blvd.
Detroit, MI 48226

Ann Arbor
200 E. Liberty St.
Ann Arbor, MI 48104

Bay City
1000 Washington Ave.
Bay City, MI 48708

Flint
600 Church St.
Flint, MI 48502

Port Huron
526 Water St.
Port Huron, MI 48060

www.mied.uscourts.gov

Important Dates

Opening Date:
May 17, 2024

Closing Date:
August 1, 2024

Apply to:

<http://oscar.uscourts.gov>

*The U.S. District Court for
the Eastern District of
Michigan is an Equal
Opportunity Employer.*

POSITION OVERVIEW

Judge White is accepting applications for a two-year term clerk position to start around September 3, 2024.

The chambers team will consist of the Judge, the case manager, three law clerks, and any law student interns (to be selected throughout the year). Our chief aim is to serve the litigants, their attorneys, and the public with the respect and courtesy they deserve. We strive to foster an environment where team members can exchange ideas, learn from each other, and develop their skills in a collegial atmosphere. Realizing these goals will not only enhance our work life but facilitate our enduring commitment to administering justice fairly and efficiently.

QUALIFICATIONS

The following qualifications must be met prior to assuming the position:

Required:

- A Juris Doctor awarded from an ABA accredited law school.
- Thinking and analyzing critically.
- Excellent legal research and writing skills, including high proficiency with legal research databases and computer applications.
- Outstanding interpersonal skills, including the ability to communicate effectively in writing and orally.
- Strong organizational skills, exceptional work ethic, with the ability to manage multiple tasks and competing deadlines while producing high quality work product.
- Understanding that the administration of justice is a service-based vocation – respect for everyone is essential.

Diversity of experience and viewpoints is considered a positive attribute when selecting law clerks.



COURT MISSION

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.

Conditions of Employment:

- All applicants must be a U.S. citizen or must be a lawful permanent resident (i.e., green card holder) seeking U.S. citizenship, or must complete an affidavit indicating their intent to apply for citizenship when they become eligible to do so.
- Completion of FBI Fingerprint Background Check with periodic reinvestigation, if applicable.
- Employment will be provisional and contingent upon the satisfactory completion of the required background investigation. Retention depends upon a favorable suitability determination.
- Employees are subject to mandatory electronic funds transfer.
- Except for Probation Officers, employees are considered “at will”.
- Employees are required to adhere to the [Code of Conduct](#) for Judicial Employees.

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.

APPLICATION PROCEDURE

To be considered, applicants must apply for this position using the **Online System for Clerkship Application and Review (OSCAR)** system, the link is provided below. Kindly follow the instructions provided on that website.

<https://oscar.uscourts.gov>

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

BENEFITS

Local (when/where available): Federal Court employees receive local benefits outlined [here](#).

National: Federal Court employees receive national benefits outlined [here](#).