

**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](http://www.mied.uscourts.gov)

## **Important Dates**

**Opening Date:**

August 8, 2025

**Closing Date:**

Until the position is filled

## **Apply to:**

<http://oscar.uscourts.gov>

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

# **CAREER OPPORTUNITY**

## **UNITED STATES DISTRICT COURT EASTERN DISTRICT OF MICHIGAN**

Position: Judicial Law Clerk (Career)

To the Honorable Curtis Ivy

Vacancy #: 2025-19

Classification: JSP 11-14 (depending on qualifications)

Salary Range: JSP 11-14 \$81,556 - \$137,360

Duty Station: Flint, MI

Status: Career

Open to: All qualified candidates

Number of Positions: One

## **POSITION OVERVIEW**

Our Chambers is currently seeking applications for one full time Career Law Clerk position beginning in September or October 2025. Law school graduates from the Class of 2023 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.

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.

## **QUALIFICATIONS**

Qualifications must be met prior to entry on duty.

### **Required:**

- Juris Doctor degree from an ABA accredited law school

### **Preferred:**

- Top 20% of graduating class
- Prior work and/or clerking experience
- 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.



### 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.*

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.

## APPLICATION PROCEDURE

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>

Only those applicants selected for 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](#).