



**UNITED STATES DISTRICT COURT
MIDDLE DISTRICT OF FLORIDA
Jacksonville Division**

**VACANCY ANNOUNCEMENT
JUDICIAL LAW CLERK**

\$69,107 - \$116,393

Announcement No.: 23-25

Position Overview

The United States District Court for the Middle District of Florida is accepting applications for a judicial law clerk to the Honorable Brian J. Davis, United States District Judge. The judicial law clerk will research issues of law, draft opinions and bench briefs, attend trials and other court proceedings, and act as an advisor, making recommendations based on the law. The position includes responsibility for some administrative tasks as well.

The caseload in the jurisdiction is heavy, and the types of cases presented are varied, often involving novel issues of law. While the nature of the matters presented is serious, the office environment is personable. There is daily interaction with the Judge and other law clerks.

Minimum Qualification Requirements

At the time of appointment, the applicant must be a law school graduate and must have excellent research and writing skills. The applicant must also possess at least one of the following: standing in the top third of one's class; experience on the editorial board of law review; graduation with an LLM degree or demonstrated proficiency in legal studies equivalent to the preceding requirements such as special academic honors, participation on moot court, or publication of a noteworthy article. Exceptional interpersonal skills and collegiality is required. Bar membership and postgraduate legal experience is preferred but not required. However, the applicant must gain bar membership within one year of employment.

Information for Applicants

The position is available beginning in **October 2023**. Interested candidates must commit to a two-year clerkship, although the second year will be at Judge Davis's option after an evaluation of the employment relationship in the first nine months.

All applications will be considered when received and should be submitted as soon as possible. Selected interviews will be scheduled until the position is filled. Due to the volume of applications usually received, receipt of individual applications will not be acknowledged. To apply, submit a cover letter, resume, law school transcript, self-edited writing sample, and three reference letters to CHAMBERS_FLMD_DAVIS@FLMD.USCOURTS.GOV

Salary is determined by work experience, federal service, and pay history. Employees are required to use Electronic Fund Transfer (EFT) for payroll deposit. Applicants must be U.S. citizens or eligible to work in the United States. The selected candidate will be subject to a background check as a condition of employment.

Benefits

Some of the benefits of the judicial law clerk position are:

- Participation in the federal health insurance program of your choice.
- Participation in a group life insurance program.
- Participation in a group long-term disability insurance program.
- Participation in a flexible spending account for medical and/or dependent care expenses on a pre-tax basis.
- A minimum of eleven paid holidays per year. Other vacation to be scheduled as agreed upon between the law clerk and the Judge.
- Prescribed salary progression through classification level based on acceptable performance.

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