



**UNITED STATES BANKRUPTCY COURT
CENTRAL DISTRICT OF ILLINOIS
EMPLOYMENT OPPORTUNITY
SPRINGFIELD, ILLINOIS**

Position: Career Law Clerk to Chief Judge Mary P. Gorman
Announcement 2016-04. Posted Tuesday, July 26, 2016.

Duties: The career law clerk provides legal research and writing assistance, drafts bench memos and minute orders, and attends motion calls, hearings, and trials. The career law clerk also assists in calendar management and scheduling, and completes statistical and other reports as needed. Other duties may be assigned.

Qualifications: To qualify for the position, an applicant must be a law school graduate and a member in good standing of a state, territory or federal court of general jurisdiction. The successful applicant will have a strong academic record, excellent writing skills, and a proficiency in both Word and Word Perfect. Only applicants having at least two but preferably three years of legal experience will be considered for the position. Experience in the field of bankruptcy law is preferred but not required.

Salary: A qualified applicant should be eligible to start as a JSP 13/1 (\$84,443). Applicants with three years experience, at least two of which were in a federal law clerk position, may be eligible to start as a JSP 14/1 (\$99,785). A variety of benefits are available to employees of the Federal Judiciary.

Other: Employees of the Federal Judiciary must be U.S. citizens or lawful permanent residents seeking citizenship. All employees are required to adhere to the Code of Conduct for Judiciary Employees. The selected applicant will be required to submit to an FBI fingerprint background check. The U.S. Bankruptcy Court for the Central District of Illinois is an EQUAL OPPORTUNITY EMPLOYER. The application period will remain open until the position is filled.

To apply: Send resume, law school transcript, and three writing samples (at least one of which was drafted in the last year) to:

Chief Judge Mary P. Gorman
United States Bankruptcy Court
600 E. Monroe St., #235
Springfield, IL. 62701