



UNITED STATES DISTRICT COURT  
WESTERN DISTRICT OF WASHINGTON

**TERM LAW CLERKS TO  
U.S. DISTRICT JUDGE LAUREN J. KING**

<b>ANNOUNCEMENT NUMBER</b>	23-WAW-30
<b>ANNOUNCEMENT DATE</b>	June 26, 2023
<b>CLOSING DATE</b>	Open until filled; resumes will be accepted through <b>July 25, 2023</b> .
	The U.S. District Court for the Western District of Washington is seeking qualified candidates from all backgrounds for two Term Law Clerk positions for United States District Judge Lauren J. King in Seattle, Washington. The start date for one Term Law Clerk position is <b>January 15, 2024</b> ; the start date for the other Term Law Clerk position is <b>August 12, 2024</b> . These positions are full-time (80 hours per two-week period). The term length is 12 months but may be extended by mutual agreement.
<b>REPRESENTATIVE DUTIES</b>	Law Clerks work closely with the Judge on civil and criminal litigation filed in District Court. Law clerks conduct research and prepare drafts of opinions and orders. Law clerks will also have the opportunity to work on various long-term projects, be involved in courtroom proceedings, and assist in the judicial extern program.
<b>QUALIFICATIONS</b>	<b>Candidates must possess excellent research and writing skills.</b> They must also be law school graduates from an accredited law school; be organized and work well independently; be experienced with Word, Westlaw, Lexis, and related software; and must have a demonstrated commitment to diversity and an inclusive work environment. Candidates who are granted interviews may also be required to complete a timed legal research and writing assignment; therefore, <b>candidates must have access to Westlaw or Lexis. Candidates must also have at least one year of federal clerkship experience or at least two years of litigation experience.</b>
<b>SALARY RANGE</b>	Judiciary Salary Plan (JSP) Grade 11 – 13, depending on experience, qualifications, and bar membership.  Salary range: \$76,860 to \$142,408 annually, full-time.
<b>BENEFITS</b>	The U.S. District Court provides a generous benefits package, competitive salary, ORCA transit pass and a dedication to work/life balance, including flexible schedules and telework opportunities. All law clerks are eligible for health and life insurance benefits, long term care options, annual and sick leave accrual, and eleven paid holidays per year. Judiciary employees are <u>not</u> covered by the Office of Personnel Management’s civil service classification system or regulations. For additional information on employment with the federal courts, please visit <a href="http://www.uscourts.gov">www.uscourts.gov</a> .

<p><b>INFORMATION FOR APPLICANTS</b></p>	<p>Judge King does not accept hard copy applications. Qualified applicants should submit the following materials via OSCAR or via e-mail (Word or Acrobat .pdf format) to <a href="mailto:kingapps@wawd.uscourts.gov">kingapps@wawd.uscourts.gov</a>:</p> <ul style="list-style-type: none"> <li>• A cover letter of up to three pages that must address the following: <ul style="list-style-type: none"> <li>○ Your ideal work environment, including but not limited to whether it is remote, in person, or hybrid, and the ideal amount of work per week.</li> <li>○ Judge King values diversity of all kinds, including personal and professional diversity. What unique background or experience do you have that will contribute to the work environment and work product of Judge King’s chambers?</li> </ul> </li> <li>• A current resume</li> <li>• A minimum of three professional references</li> <li>• A writing sample that is five to ten pages in length</li> <li>• A completed <a href="#">AO78</a>, Application for Employment</li> </ul>
	<p>Only qualified applicants will be considered for this position. Applicants must be United States citizens or eligible to work in the United States. Employees of the United States District Court are considered “at will” employees. Applicants selected for interviews must travel (for in-person interviews) or connect via Zoom (for remote interviews) at their own expense.</p> <p>The United States District Court requires employees to follow a code of conduct which is available upon request. Reference checks with current and former employers will be conducted on top candidates. A background investigation with law enforcement agencies, including fingerprint and criminal record checks, will be conducted as a condition of employment. Any applicant selected for a position will be hired provisionally pending successful completion of the investigation. Unsatisfactory results may result in termination of employment.</p> <p>The Federal Financial Management Reform Act requires direct deposit of federal wages.</p>
	<p>The United States District Court for the Western District of Washington is an Equal Opportunity Employer. We encourage applications from all qualified individuals and seek a diverse pool of applicants in terms of race, ethnicity, national origin, sex, gender identity and expression, sexual orientation, age, languages spoken, veteran’s status, disability, religion, and socio-economic circumstance.</p> <p>The Court provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation, please notify human resources. The decision on granting reasonable accommodations will be made on a case by case basis.</p> <p>The Court reserves the right to modify the conditions of this job announcement, to withdraw the announcement, or to fill the position sooner than the closing date, any of which may occur without prior written or other notice. If a position becomes vacant in a similar classification, within a reasonable time from the original announcement, the court may select a candidate from the applicants who responded to the original announcement without posting the position. More than one position may be filled from this announcement.</p>

***The United States District Court is an equal opportunity employer and values diversity in the workplace.***