

DATE:	04-27-2017
POSITION TITLE:	Law Clerk – (2) Positions Available
LOCATION:	Linn Co. Courthouse Cedar Rapids, IA
SALARY:	\$47,923.20 Annual, plus full-time employee benefits.
MINIMUM QUALIFICATIONS:	Graduation from an accredited law school is required. High standard of academic excellence and considerable experience in legal research and writing are desirable.
DUTIES:	Drafts rulings and orders on Judge's direction. Researches substantive legal issues for Judges. Assists the Administrative Judge with the motion calendar Attends court proceedings at the request of the Judge. Performs other related work as required.
HOW TO APPLY:	Judicial Branch Application for employment must be completed; download @ http://www.iowacourts.gov/Administration/Career_Opportunities/ Submit application, resume, writing sample, and transcript of law school grades to: Carroll R. Edmondson, District Court Administrator Sixth Judicial District 51 Third Ave Bridge P.O Box 1468 Cedar Rapids, Iowa 52406 FAX: 319-398-4054 Phone: 319-297-5777 e-mail address: carroll.edmondson@iowacourts.gov (document submittal by e-mail is preferred)
CLOSING DATE:	Monday, May 22, 2017, 4:00 PM EOE/AA