

United States Court of Appeals for the Second Circuit



Vacancy Announcement

March 26, 2012
Reference# FY12-21

Position Title: Temporary Attorney
(More than one position available)

Location: Office of Legal Affairs, 40 Foley Square, NYC

Classification Level: CL 27

Salary Range: \$51,785 to \$64,729

Closing: May 18, 2012

Position Overview: Principal tasks include conducting legal research, analyzing options, drafting memoranda and proposed opinions and orders, and communicating the results of the analysis to supervisors, judges and staff counsel. Additionally, temporary attorneys may assist supervisors in making revisions to office legal resource materials. Temporary attorneys may also assist staff counsel by handling jurisdictional screening, reviewing motions and stipulations and responding to same. Temporary attorneys perform other legal and administrative functions.

This position is a temporary position. The start date will be June 4, 2012, and the termination date will be August 24, 2012.

Requirements: Juris Doctor required. Applicants must have excellent academic credentials and possess superior analytical, research, and writing skills. Prior federal and appellate experience is preferred including externships.

To be considered for the position you must submit a cover letter, resume, law school transcript, two unedited writing samples, and a list of three references (at least one of whom must be able to speak to your writing). Submit electronic versions of these materials via e-mail to sao_applications@ca2.uscourts.gov. Please include reference #FY12-21 in the cover letter and the subject line of your e-mail.

ALL APPLICANTS MUST BE U.S. CITIZENS OR ELIGIBLE TO WORK IN THE UNITED STATES. APPLICANTS SELECTED FOR THE POSITION ARE SUBJECT TO A BACKGROUND CHECK. EMPLOYEES ARE REQUIRED TO USE ELECTRONIC FUNDS TRANSFER FOR PAYROLL DEPOSIT. THE FEDERAL JUDICIARY IS AN EQUAL OPPORTUNITY EMPLOYER.