

POSITION TITLE: ELBOW LAW CLERK TO A FEDERAL DISTRICT COURT JUDGE

APPLICATION PERIOD: 9/1-10/1/04

SALARY RANGE: \$48,947 - \$90,692 (JSP 11 - JSP 13)

POSITION OVERVIEW:

The United States District Court for the Northern District of Iowa is seeking applications for an elbow law clerk to District Judge Linda R. Reade to begin in August, 2005.

The position will be located in Cedar Rapids, Iowa. Cedar Rapids is a medium size community located in northeastern Iowa.

Incumbent will be hired for one year with the possibility of an additional year or longer commitment at the discretion of the Judge.

Incumbent will be a part of the Judge's staff which will consist of a secretary, two law clerks, and a court reporter.

Incumbent will have the opportunity to research a variety of legal issues, draft memoranda, draft jury instructions, and draft opinions.

MINIMUM QUALIFICATIONS:

A degree from a law school of recognized standing in the upper one-quarter of the class (or certified completion of all law school studies and requirements, and merely awaiting conferment of degree) is required.

Applicant must possess excellent research and computer skills, be organized, a team player and highly motivated.

Law Review experience, publication of a noteworthy article in a law school publication or other scholarly publication, moot court experience or prior legal employment is preferred.

ADDITIONAL INFORMATION:

The United States District Court requires employees to adhere to a code of conduct which is available upon request.

The Financial Reform Act requires direct deposit of federal wages for Court employees.

Due to the volume of applications, not all applicants will be interviewed. The Court will only communicate with those individuals who will be interviewed.

The position will be opened until filled and may be closed without further notice.

The Court is an equal opportunity employer which encourages minority applicants.

HOW TO APPLY:

Applicants should submit a resume and cover letter outlining their qualifications by not later

than October 1, 2004 to:

Linda R. Reade, Judge
U.S. District Court
Northern District of Iowa
P.O. Box 188
Cedar Rapids, IA 52406