



RICHARD SEEBORG
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*The United States District Court is an
equal opportunity employer.*

CAREER OPPORTUNITY

UNITED STATES DISTRICT COURT NORTHERN DISTRICT OF CALIFORNIA

Position: Death Penalty Law Clerk

Classification Level: JSP-12/01 to JSP-14/10

Salary Range: \$97,490 - \$176,300, Depending upon Experience and Qualifications

Location: San Francisco, CA

Opening Date: October 24, 2022

Closing Date: Open Until Filled (priority cut-off date, October 17, 2022)

Number of Positions: 1

Estimated Start Date: November 7, 2022 (position funded through December 31, 2024)

POSITION OVERVIEW

The U.S. District Court for the Northern District of California is seeking a full-time Death Penalty Law Clerk. The Death Penalty Law Clerk conducts research and assists the court in preparing orders and opinions in death penalty habeas and non-habeas cases, and performs other legal and administrative duties as assigned. The position is based in San Francisco, CA but telework arrangements may be considered.

QUALIFICATIONS

The court seeks candidates with a law degree and bar admission and superior legal research and writing skills. Civil rights and/or habeas or criminal law experience is strongly preferred.

COMPENSATION AND BENEFITS

Compensation will be set based on experience and qualifications pursuant to the policies and guidelines set forth in the Judicial Salary Plan. Death penalty law clerks qualify for federal employee's group health insurance, life insurance, dental/vision insurances, and flexible benefits.

INFORMATION FOR APPLICANTS

The successful candidate for this position is subject to an FBI fingerprint check and background investigation (employment will be provisional and contingent upon the satisfactory completion of the required background investigation), will be required to adhere to a code of conduct (which is available upon request), and is subject to mandatory direct deposit of federal wages. The court is not authorized to reimburse travel expenses for interviews or relocations.

Interviewing Non-Citizens and Making Offers of Future Employment: Non-citizens may be interviewed and considered for employment, but employment offers will only be made to individuals who qualify under one of the exceptions in 8 U.S.C. § 1324b(a)(3)(B). In most cases, this means that an offer of employment cannot be made unless the candidate is a lawful permanent resident who is seeking U.S. citizenship as explained below.

Under 8 U.S.C. § 1324b (a)(3)(B), a lawful permanent resident seeking citizenship may not apply for citizenship until he or she has been a permanent resident for at least five years (three years if seeking naturalization as a spouse of a citizen), at which point he or she must apply for citizenship within six months of becoming eligible, and must complete the process within two years of applying (unless there is a delay caused by the processors of the application).

Equal Opportunity Employer

The United States District Court for the Northern District of California 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.

Where appropriate and necessary, the court provides reasonable accommodation to applicants with disabilities. If you need reasonable accommodation for any part of the application or hiring process, please notify the Human Resources Unit of the Clerk's Office at 415-522-2147. Determinations on requests for reasonable accommodation will be made on a case-by-case basis

HOW TO APPLY

Please submit a completed Federal Judicial Branch Application for Employment, which may be obtained at <http://www.uscourts.gov/uscourts/FormsAndFees/Forms/AO078.pdf>, along with a cover letter, resume, references, law school transcript and recent writing sample to:

United States District Court-NDCA
Attn: Human Resources (DPLC)

via email: hr@cand.uscourts.gov

Due to the volume of applications anticipated, the court will only communicate with those candidates selected for interview.