

UNITED STATES BANKRUPTCY COURT  
DISTRICT OF CONNECTICUT

POSITION: Term Law Clerk to  
United States Bankruptcy Judge

DUTY STATION: New Haven, Connecticut

OPENING DATE: April 24, 2017

SALARY RANGE: JSP-11 (\$68,666 or higher) to JSP-13 (\$97,869 or higher)  
(to be determined by the Administrative Office of U.S. Courts).

**Position Overview:**

Applications are being accepted for the position of term law clerk to a United States Bankruptcy Judge. The term of appointment is for one (1) year, with the possibility for an extension of an additional year. Applications shall be submitted through <https://oscar.uscourts.gov> to United States Bankruptcy Judge Ann M. Nevins. Applications will not be accepted by mail, fax or email.

The term law clerk will report directly to the judge. Responsibilities include: legal research, preparation of bench memoranda prior to hearings and trials; preparation of draft orders and opinions; maintenance of court calendar deadlines; court attendance during hearings and trials; and, other duties as prescribed by the judge and chambers staff.

This position will be eligible for health and life insurance coverage and participation in the Judiciary's supplemental benefits program.

**Qualifications**

An eligible candidate must be a law school graduate with a strong academic background, be admitted to and in good standing with a state bar, and, have substantial research and writing experience. The ability to work with strict deadlines within a fast-paced environment and to work independently or as a team player is also required. Computer literacy of every kind is assumed and will be essential to success in the position. Prior bankruptcy experience is preferred but not required; post-law school experience of at least two (2) years is preferred.

**How to Apply – Information for Applicants**

Applications should be submitted through <https://oscar.uscourts.gov> to United States Bankruptcy Judge Ann M. Nevins. Only qualified applicants will be considered for this position. Applicants selected for interviews may be required to provide copies of educational degrees, certifications, references and salary history. Applicants must be U.S. citizens or eligible to work in the United States.

As a condition of employment, the candidate selected for this position will be subject to a background investigation and will be fingerprinted. Additionally, this position is subject to mandatory electronic funds transfer (direct deposit) of federal wages for court employees. All employees of the United States Bankruptcy Court are EXCEPTED SERVICE appointments. Excepted service appointments are "at will," and as such, can be terminated with or without cause by the court. The employing agency reserves the right to modify the conditions of this vacancy announcement at any time or to withdraw it without prior notice.

The United States Bankruptcy Court for the District of Connecticut is an Equal Opportunity Employer.