



UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF WASHINGTON

**TERM LAW CLERK TO
THE HONORABLE MARSHA J. PECHMAN**

ANNOUNCEMENT NUMBER 21-WAW-11

ANNOUNCEMENT DATE February 17, 2021

CLOSING DATE Preference given to resumes received by March 12, 2021; Interviews will begin immediately and continue a rolling basis. Projected start date: May 1, 2021.

The U.S. District Court for the Western District of Washington is seeking qualified candidates for the position of Term Law Clerk for Senior United States District Judge Marsha J. Pechman in Seattle, Washington. This position will be appointed for one year, with the possibility of renewing for another year.

REPRESENTATIVE DUTIES The law clerk performs legal research and writing with some administrative and case management duties. Judge Pechman is not currently accepting criminal or patent cases. The law clerk also communicates with counsel, assists the judge during courtroom proceedings, and performs other duties as assigned.

QUALIFICATIONS Candidates must be law school graduates from an accredited law school with a minimum of two years post-JD legal experience or a previous clerkship, demonstrated ability to work independently, excellent research and writing skills, and experience with Word, Westlaw, or Lexis, and related software. Preference will be given to candidates who have performed public service.

SALARY RANGE Judiciary Salary Plan (JSP) Grade 11-13 Salary range:
\$70,821 to \$131,223 annually, full-time

Depending upon experience, qualifications, and bar membership

BENEFITS The U.S. District Court provides a generous benefits package, competitive salary, and a dedication to work/life balance, including flexible schedules and telework opportunities. Term law clerks are eligible to participate in health and life insurance benefits, long term disability and long-term care options, annual and sick leave accrual, and ten paid holidays per year. Judiciary employees are not covered by the Office of Personnel Management's civil service classification system or regulations. For additional information on employment with the federal courts, please visit www.uscourts.gov.

**INFORMATION FOR
APPLICANTS**

Qualified applicants should submit the following:

- A letter of interest addressing relevant work experience
- A current resume
- At least one letter of recommendation from a current or former employer
- Contact information for professional references
- A writing sample not to exceed ten pages, double spaced

Via [OSCAR](#) or

Via e-mail (Word or Acrobat .pdf format) to:
seattle_personnel@wawd.uscourts.gov

or to:

Human Resources (21-WAW-11)
U.S. District Court
700 Stewart Street, Suite 2218
Seattle, WA 98101

Only qualified applicants will be considered for this position. Applicants must be United States citizens or eligible to work in the United States.

A background investigation with law enforcement agencies, including fingerprint and criminal record checks, will be conducted as a condition of employment. Any applicant selected for a position will be hired provisionally pending successful completion of the investigation. Unsatisfactory results may result in termination of employment.

The Court reserves the right to modify the conditions of this job announcement, to withdraw the announcement, or to fill the position sooner than the closing date, any of which may occur without prior written or other notice. If a position becomes vacant in a similar classification, within a reasonable time from the original announcement, management may elect to select a candidate from the applicants who responded to the original announcement without posting the position. More than one position may be filled from this announcement.