



FIRST DISTRICT COURT OF APPEAL TALLAHASSEE, FLORIDA

JOB OPPORTUNITY ANNOUNCEMENT

POSITION: Law Clerk/Senior Law Clerk/Career Attorney for Judge Stephanie W. Ray, for a position beginning February 2019.

SALARY: Law clerks are paid according to the Florida State Court System Appellate Law Clerk Pay Plan, which currently provides as follows-

- Entry level Law Clerk \$3,818.10 (Monthly) \$3,436.29 (Monthly - Applicants who have not yet passed the Florida Bar)
- Senior Law Clerk (at least 2 years' experience in the practice of law, subsequent to passing the Florida Bar Exam) \$4,465.48 (Monthly)
- Career Attorney (at least 5 years' experience in the practice of law, subsequent to passing the Florida Bar Exam) \$4,967.25 (Monthly)

EDUCATION: Graduation from an accredited law school. Excellent academic credentials required. Law journal or moot court experience preferred.

KNOWLEDGE, SKILLS, ABILITIES:

Excellent legal research, writing, and analytical skills. Ability to work independently. Ability to maintain a large caseload and meet deadlines. Knowledge of legal principles, statutory and case law, and court rules and procedures. Ability to grasp, comprehend, and analyze complex legal issues and complicated factual matters. Ability to perform exacting work, attentive to details. Ability to digest and communicate ideas and concepts. Ability to exercise discretion, confidentiality, impartiality, and honesty in handling matters before the court. Ability to work effectively with judges and court staff.

HOW TO APPLY:

Submit a cover letter, resume, completed State of Florida Employment Application, law school transcript (copy accepted), writing sample, and references to:

Judge Stephanie Ray
raychambers@1dca.org
First District Court of Appeal
2000 Drayton Drive
Tallahassee, FL 32399
850-717-8163

THIS POSITION IS OPEN UNTIL FILLED

IF YOU NEED AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THE APPLICATION/SELECTION PROCESS, PLEASE CALL (850) 488 - 8136 IN ADVANCE. THE FIRST DISTRICT COURT OF APPEAL IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN, OR DISABILITY. THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO A CRIMINAL BACKGROUND CHECK.