

**UNITED STATES COURTS
FIFTH JUDICIAL CIRCUIT
POSITION RECRUITMENT ANNOUNCEMENT**

Position Title:	TERM STAFF ATTORNEY
Duty Station:	New Orleans, Louisiana
Salary Range:	CL – 27/25, \$72,553 - CL - 29/61, \$134,446 (depending upon experience)
Opening Date:	September 19, 2024
Closing Date:	October 3, 2024

The Staff Attorneys’ Office for the Fifth Circuit is accepting applications for the position of Term Staff Attorney. To apply, please submit via email a letter of application, resume, law school transcript, and a self-edited writing sample to:

Jenifer A. Rebouche
Staff Attorneys’ Office
U.S. Courts, Fifth Judicial Circuit
jenifer_rebouche@ca5.uscourts.gov

The writing sample should reflect the writing and analytical skills solely of the applicant, and the applicant should be prepared to discuss it if called for an interview. The writing sample should not exceed 15 pages. Law review articles are not accepted.

Applicants who are interviewed will complete a writing exercise on the day of the interview.

Position Overview

Staff Attorneys assist the court in screening direct criminal appeals, pro se prisoner cases, and immigration cases through the preparation of legal memoranda, opinions, and orders. Staff attorneys also address federal and state pro se prisoner applications for certificates of appealability and for leave to proceed in forma pauperis. The work of staff attorneys is analogous to that of personal law clerks, except that the staff attorneys work for the Court as a whole, rather than for individual judges. Other duties are as assigned.

Qualifications

- J.D. degree from a law school of recognized standing
- Strong academic credentials; law review, moot court or equivalent legal research experience preferred
- Superior analytical, research, and writing skills and proficiency in computer-assisted research, Windows, and Word. Good communication and interpersonal skills are essential

Conditions of Employment

U.S. citizenship required or must meet requirements under current law. Positions with the U.S. Courts are excepted service appointments or “at will.” The initial appointment is provisional and contingent upon satisfactory completion of a background investigation. Direct deposit of pay required. The position is based in New Orleans with the potential for limited telework.

Benefits

Although not civil service employees, federal court term, employees share in most of the federal fringe benefit programs, including paid leave, holidays, health insurance, life insurance, longterm care insurance, vision and dental insurance.

Fifth Circuit Profile

The Fifth Circuit is composed of the States of Texas, Louisiana, and Mississippi and represents the second largest circuit (both in case filings and authorized personnel) in the federal court system.

Applicants are encouraged to apply as soon as possible. The court reserves the right to modify the conditions of this job announcement, withdraw the job announcement, fill the position(s) sooner than the closing date, or to extend the closing date, any of which actions may occur without any prior written or other notice. Due to the volume of applications received, only those individuals selected for an interview will receive notice. Funding is not available to support interviewee travel.

The Fifth Circuit is an Equal Opportunity Employer.