

FORTY-NINTH JUDICIAL CIRCUIT OF MICHIGAN

COUNTIES OF MECOSTA AND OSCEOLA



Honorable Scott Hill-Kennedy
Chief Circuit Judge

Kimberly L. Booher
Circuit Judge

MECOSTA COUNTY OFFICE
400 ELM STREET
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OSCEOLA COUNTY OFFICE
301 W. Upton Street
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2018-2019 Judicial Law Clerk Position

The Honorable Scott P. Hill-Kennedy and the Honorable Kimberly L. Booher of the 49th Circuit Court of Michigan seek a judicial law clerk to begin in the fall of 2018 for a one-year term. The term may be extended with the agreement of the clerk and the Court. Start date is flexible and negotiable.

Duties include conducting legal research, preparing memoranda, drafting and editing opinions, analyzing files to prepare for hearings, responding to letters and motions in pro per from prisoners, and supervising county law libraries. The duties of the judicial law clerk are designated at the discretion of the Circuit Court Judges and are subject to change. The judicial law clerk will receive a salary of \$37,033 per year, and fringe benefits are offered.

Applicants must be graduates of an accredited law school. It is preferred that the selected candidate has taken the bar exam prior to the commencement of duties. The Court will begin accepting applications on May 14, 2018. Applications may be considered until the position is filled.

The Court is accepting applications by email at law-lib@mecostacounty.org or by mail at:

49th Circuit Court of Michigan
Attn: Ben Holwerda
400 Elm Street
Big Rapids, MI 49307

Applicants should include a cover letter, resume, three references, and undergraduate and law school transcripts. Unofficial transcripts are acceptable. Second round candidates will be asked to submit writing samples and appear for interviews.