

# STATE OF MINNESOTA SUPREME COURT

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## TO APPLICANTS SEEKING A POSITION AS A LAW CLERK AT THE MINNESOTA SUPREME COURT FOR THE 2008-2009 TERM

The Supreme Court of Minnesota is the highest court of the state and consists of seven justices. It reviews cases appealed from the Court of Appeals by Petition for Review and has original jurisdiction in Tax Court and Workers' Compensation cases and convictions of first-degree murder. The court sits at the Capitol and at the Minnesota Judicial Center in St. Paul, Minnesota. Oral arguments are regularly scheduled from September through June.

The court will hire law clerks for a single court year that generally extends from August 1 to July 31 of the following year or such later date, as the volume of opinions requires. It is estimated that 10 to 11 clerkship vacancies exist for the period from August 2008 through July 2009.

**DUTIES:** Law clerks accept a position with a particular justice but are law clerks to the court as well. Primarily, law clerks analyze and research cases on appeal, perform cite checking, and work closely with the justice to whom assigned in the preparation of opinions. Bench memos prepared by law clerks are for the whole court. Law clerks also listen to oral arguments in their assigned cases and, often, in other cases of interest or importance.

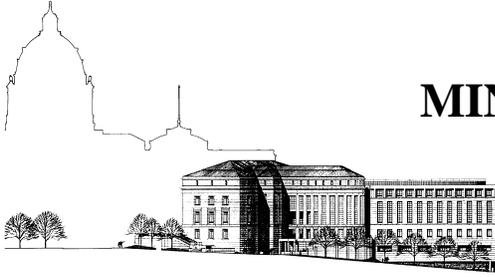
**QUALIFICATIONS:** The minimum academic requirement for application is enrollment as a second-year law student; graduation from an accredited law school is required to begin employment. Professional skills and scholastic proficiency are both considered. Strong writing and research skills are essential. Writing for the law review, for a law journal, or for moot court is very helpful. Selection of law clerks is made after applications have been reviewed and personal interviews have been conducted by the court.

**SALARY AND BENEFITS:** The anticipated salary for the 2008-09 term is \$49,653. Excellent State of Minnesota benefits package and low-cost parking. Visit [www.doer.state.mn.us](http://www.doer.state.mn.us) for current benefit information.

**TO APPLY:** Submit completed application, resume, legal writing sample and official transcript with class rank (must be mailed directly from the Registrar's Office). You may download the application from [www.mncourts.gov](http://www.mncourts.gov), or call 651-297-3430, and mail it to the undersigned **by July 18, 2007**.

Minnesota Judicial Center  
Human Resources Department, Rm. G27  
25 Rev. Dr. Martin Luther King, Jr. Blvd.  
St. Paul, MN 55155

**THE SUPREME COURT IS AN EQUAL OPPORTUNITY EMPLOYER**



# MINNESOTA SUPREME COURT

## CLERKSHIP OVERVIEW

**2008 – 2009 TERM**

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*Below are a few basics about the Supreme Court clerkship process:*

<b>Number of Justices:</b>	7
<b>Number of Positions:</b>	10 to 11 (estimated vacancies)
<b>Position Duties:</b>	Legal research, analysis, writing and cite checking; Justice's administrative clerk
<b>Length of Term:</b>	1 year, August 2008 through July 2009
<b>Annual Salary:</b>	\$49,653, anticipated
<b>Benefits Package:</b>	Excellent State of MN benefits package including: low-cost medical, dental, life insurance; pension plan; holiday pay; vacation/sick pay; and low-cost parking.
<b>Graduation From Accredited Law School:</b>	Required at time of employment
<b>Bar Admission Required:</b>	No
<b>Academic Minimum Requirement to Apply:</b>	Second-year law student
<b>Application Requirements:</b>	<ul style="list-style-type: none"><li>▪ Application and Resume</li><li>▪ Official law school transcript(s) <i>including</i> class rank, and an explanation of the grading system - <u>must be mailed directly from the Registrar's Office</u></li><li>▪ Legal writing sample</li><li>▪ Recommendation letters (optional)</li></ul>
<b>Application Deadline:</b>	<b>July 18, 2007</b>
<b>Interviews:</b>	August 28 – 29, 2007 (Applicants are responsible for own travel expenses.)

**Please Direct Inquiries and Applications to:**

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