

**MINNESOTA DISTRICT COURT  
TENTH JUDICIAL DISTRICT**

**JUDICIAL LAW CLERK  
Appointing Authority: The Honorable Kim R. Johnson**

<b>OFFICE &amp; LOCATION</b>	<b>CLASS</b>	<b>WORK SCHEDULE</b>
Tenth Judicial District Wright County Courthouse Buffalo, MN	Judicial Law Clerk	Full-time Mon.-Fri. – 8:00-4:30

The Honorable Kim R. Johnson, who is chambered in the Wright County Courthouse, Buffalo, Minnesota, is seeking a qualified person to fill a full-time temporary judicial law clerk position. Employment will tentatively begin on September 28, 2007 and continue for approximately twelve weeks.

**DESCRIPTION:** Judicial clerks work directly with the District Court Judge performing legal research, drafting memoranda and jury instructions. In addition to legal research and writing, clerks have the opportunity to observe court proceedings and learn first hand how the court system operates.

The successful candidate will be articulate, self-motivated, and an excellent writer. Solid academic and analytical skills are required. Applicants must have the ability to communicate effectively, verbally and in writing. Computer literacy is important; familiarity with Westlaw and Microsoft Word/Windows operating system preferred.

**MINIMUM QUALIFICATION:** Graduate of an accredited law school. An attorney who has passed the Minnesota Bar Exam and admitted to practice law is preferred.

**SALARY:** \$19.79/hour (\$41,322 annually). Because this is a temporary position there are no benefits available.

**APPLICATION DEADLINE:** Applications accepted until 4:30 p.m. on Friday, August 31, 2007.

**TO APPLY:** Download an application from [www.mncourts.gov](http://www.mncourts.gov), or obtain by calling (763)279-0171. Submit completed application form, cover letter, resume, brief writing sample, and transcript of grades to:

**Tricia Hedin  
Tenth Judicial District  
7533 Sunwood Drive NW, Suite 306  
Ramsey, MN 55303**

**Equal Opportunity Employer**