

<b>MINNESOTA DISTRICT COURT 6th JUDICIAL DISTRICT</b>		
<b>JUDICIAL LAW CLERK</b> <b>Appointing Authority: The Honorable Sally L. Tarnowski</b>		
<b>OFFICE &amp; LOCATION</b>	<b>CLASS</b>	<b>WORK SCHEDULE</b>
St. Louis County Courthouse Duluth, Minnesota	Judicial Law Clerk	Part-time Thursday, Friday and every other Wednesday 8:00-4:30

The Honorable Sally L. Tarnowski, who is chambered at the St. Louis County Courthouse, Duluth, Minnesota, is seeking a qualified person to fill a part-time, judicial law clerk position.

DESCRIPTION: Judicial clerks work directly with the District Court Judge performing legal research and drafting memoranda. 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 effectively communicate, verbally and in writing. Computer literacy is important, familiarity with Microsoft Word/Windows operating system preferred.

MINIMUM QUALIFICATION: Graduate of an accredited law school. Successful candidate will be required to pass a criminal background check prior to appointment

SALARY: \$20.43/hr. State of Minnesota benefits package available. For benefit information visit [www.doer.state.mn.us](http://www.doer.state.mn.us)

APPLICATION DEADLINE: Friday, December 7, 2007

TO APPLY: Submit a cover letter, application, resume, brief writing sample and transcript of grades to the address listed below. To obtain an application form download from [www.courts.state.mn.us](http://www.courts.state.mn.us).

Sixth District Administration  
Attn: Law Clerk-Judge Sally Tarnowski  
11 East Superior Street, Suite 380  
Duluth, MN 55802  
Position No. 00293600  
EOE