

**MINNESOTA DISTRICT COURT
9th JUDICIAL DISTRICT**

**JUDICIAL LAW CLERK
Appointing Authority: Judge David TenEyck**

| OFFICE & LOCATION | CLASS | WORK SCHEDULE |
|---|--------------------|----------------------|
| 9 th Judicial District Crow Wing County Courthouse Brainerd, MN | Judicial Law Clerk | Full-time |

Applications are currently being accepted for the **Judicial Law Clerk** position with Judge David TenEyck in Brainerd, Minnesota. This position will begin on or about September 4, 2007.

DESCRIPTION:

The individual selected will work with trial court Judge David TenEyck and will perform legal research, draft orders and memoranda, attend some hearings and trials, and assist with jury instructions. The law clerk will work on issues in all areas of the law including civil, juvenile, probate, and zoning law, with an emphasis on criminal and family law.

QUALIFICATIONS:

- Graduate of an accredited law school.
- Experience using a Windows operating system.
- Experience using Microsoft Word.
- Experience using Westlaw
- Successful candidate will be required to pass a criminal background check prior to appointment

SALARY:

\$19.79 per hour and includes excellent State of Minnesota benefits.

TO APPLY:

Persons interested must mail a resume, completed application, transcript, and writing sample to:

**Hon. David TenEyck
District Court Judge
Crow Wing County Judicial Center
213 Laurel Street, Suite 11
Brainerd, Minnesota 56401**

Applications can be obtained on line at www.mncourts.gov or by calling 9th District Administration at (218)759-4361.

APPLICATIONS WILL BE ACCEPTED UNTIL POSITION IS FILLED.

Position # 01015756

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