

**UNITED STATES COURT OF APPEALS
FOR THE FIRST CIRCUIT
STAFF ATTORNEYS' OFFICE**

Temporary Staff Attorney

Job Announcement: #24-7

Position Type: Full-time, Temporary. This position will be limited to an initial period not-to-exceed Sept. 30, 2024. The successful candidate may be offered an extension, contingent on performance and budget availability.
[More than one vacancy may be filled.]

Location: Staff Attorneys' Office
John J. Moakley U.S. Courthouse, Boston, MA

Salary: CL 27 - 29 (\$65,556 - \$151,882) per annum
Depending on qualifications and experience

Closing Date: May 17, 2024

Organization: The Staff Attorneys' Office provides assistance to the Court through legal research and the preparation of memoranda. The United States Courts for the First Circuit include the Court of Appeals, which is the court of review for decisions of the district courts within the First Circuit, including the Districts of Maine, Massachusetts, New Hampshire, Rhode Island, and Puerto Rico. The Court of Appeals also reviews decisions of federal administrative agencies, the United States Tax Court, and the Bankruptcy Appellate Panel.

Responsibilities: The staff attorneys perform research for the Court of Appeals judges and draft memoranda, opinions, and orders in a wide range of civil and criminal matters.

Qualifications: Candidates must have a Juris Doctor (JD) degree from an accredited law school; admission to practice before the highest court of a State, Territory, Commonwealth, or federal court of general jurisdiction of the United States; excellent academic credentials; superior analytic, research, oral communication, writing, and editing skills; and at least one year of post-law school legal experience (preferably as a judicial law clerk and/or with significant federal law experience).

Special Notice: The Staff Attorneys' Office is a hybrid work environment. The selected candidate will be required to report to the Moakley Courthouse during the new hire training period. Teleworking one or more days a week may be allowed after the selected candidate is fully trained.

Benefits: Federal benefits for this position include paid sick leave. Eligibility for other benefits will depend on the ultimate length of the appointment.

Background Check: The successful candidate is subject to a background check or investigation, which includes an FBI fingerprint check, as a condition of employment. Employee retention depends upon a favorable suitability determination.

How to Apply: Applicants must submit the following:

- Cover letter and resume addressing qualifications and relevant experience;
- Law school transcript;
- One self-edited writing sample;
- Three professional references with names and telephone numbers of persons who may be contacted during the selection process; and
- Completed Application for Federal Judicial Branch Employment (AO-78) available at the Court's website: <https://www.ca1.uscourts.gov/sites/ca1/files/AO078.pdf>

Completed applications should be submitted on or before May 17, 2024, to:

Senior Staff Attorney
Staff Attorneys' Office
John Joseph Moakley U.S. Courthouse
1 Courthouse Way, Suite 5402
Boston, MA 02210

Applications will also be accepted via email, in **pdf format only**, to: sjobs@ca1.uscourts.gov

Note: Applications that do not include all requested information will be deemed incomplete and will not be considered.

Additional Conditions of Employment:

An applicant must be a United States citizen or permanently eligible to work in the United States. The Federal Financial Management Reform Act requires direct deposit of federal wages. All court employees are required to adhere to a Code of Conduct. All Court of Appeals employees are "at will" employees and serve at the pleasure of the Court. The Court will only communicate with those qualified individuals who will be invited for an interview. The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, either of which may occur without prior written or other notice. If a subsequent vacancy of the same or similar characteristics to this position becomes available within a reasonable time of the original announcement, the Court may elect to select a candidate from the original qualified applicant pool.

EQUAL OPPORTUNITY EMPLOYER