

**Circuit Court for Baltimore City
Judicial Law Clerk
(2023-2024 Term)**

Magistrate Ronika J. Sumlin, in the Family Division of the Circuit Court for Baltimore City, is seeking a judicial law clerk for the 2023-2024 term. The applicant should be a recent graduate, third-year day student, or fourth-year evening student of an accredited law school with an interest in family law.

Duties include:

Reviewing and briefing a high quantity of domestic case files
Drafting Judgments and Orders
Managing all aspects of daily courtroom operations
Daily interaction between litigants and attorneys
Legal Research and writing

The ideal candidate will:

Be detail-oriented;
Be a strong legal writer;
Be an effective proofreader and thoughtful partner during the revision process;
Be able to multi-task and meet deadlines;
Be able to think quickly on his/her feet and quickly transition between tasks;
Have a confident, compassionate, and professional courtroom demeanor; and
Have a background in family law and children's issues (e.g. law school course, clinic, internship, or other related work experience)

Qualifications:

JD Degree, third-year day student or fourth-year evening student of an accredited law school

Compensation:

This is a full-time permanent 1-year position with benefits. The annual salary is \$46,158.00.

This posting is for a one-year term clerkship, beginning in mid-August 2023 (exact start date flexible). **If interested, please submit a cover letter, resume, writing sample, unofficial law school transcript, and three references by Monday, March 20, 2023, to:**

Ms. Jacqueline Hale, Human Resource Officer
Circuit Court for Baltimore City
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Baltimore, Maryland 21202
Jacqueline.Hale@mdcourts.gov
Fax: 410-396-1545
www.baltimorecity.gov
TTY 396-4930

****No phone calls please**

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