



Position Available
Law Clerk to Chief Justice Elizabeth T. Clement
Michigan Supreme Court
Salary: \$73,236.80 - \$95,555.20

The Michigan Supreme Court is currently seeking qualified applicants for the position of Law Clerk to Chief Justice Elizabeth T. Clement. The clerkship will start in August or September and last for one year, though a work extension for a second year may be granted. The position reports directly to the Justice, and primary responsibilities include, but are not limited to:

- Review applications for leave to appeal and cases scheduled for conference consideration. As necessary, prepare summaries and recommendations for the Justice;
- Review memos prepared by the other Justices' chambers and prepare responsive memos;
- Confer with the Justice on pending matters such as applications for leave to appeal, conference items, opinions, and orders;
- As directed by the Justice, draft memos to the Court advocating her position;
- Prepare bench memos in advance of oral arguments, including reviewing the case record, conducting required legal research, summarizing important facts and arguments, and providing a recommendation on disposition;
- Attend and review transcripts of oral arguments of assigned cases;
- Prepare draft opinions, concurrences, and dissents. Peer review opinions prepared by other clerks. Advocate proposed changes per the Justice's instructions with regard to opinions issued by other chambers;
- Review and analyze administrative agenda items and conduct legal research and follow-up;
- Track current developments in the law, including reading Supreme Court and Court of Appeals opinions, legal periodicals, and other relevant information;
- Assign research projects to and supervise research activities of unpaid legal interns;
- Draft speeches and perform other duties as necessary.

EDUCATION AND EXPERIENCE: Juris Doctor (JD) from an accredited law school. Significant experience involving legal research and writing. Proficiency in Microsoft Word and Windows. The hiring Justice may prefer experience with the Court of Appeals or another judicial forum.

LOCATION: Hall of Justice in Lansing, Michigan. Hybrid (in-person/remote) work schedules are possible after orientation.

TO APPLY: Please send your cover letter, résumé, transcripts (unofficial is acceptable), two letters of recommendation, and one writing sample in either Microsoft Word® or Adobe Acrobat® to jobapps@courts.mi.gov. Please include "Clerkship- Chief Justice Clement" in the subject line.

POSTING DEADLINE: Open Until Filled
First review of applicants will begin March 10, 2023

AN EQUAL OPPORTUNITY EMPLOYER