Position Available
Law Clerk
Michigan Court of Appeals
Chief Judge Michael F. Gadola
Salary Range: $78,571.44 - $102,207.60

The Michigan Court of Appeals is currently seeking qualified applicants for the position of Law Clerk to Chief Judge Michael F. Gadola. The position reports directly to the Chief Judge. Primary responsibilities include:

- Engage in discussions with the Judge about the merits of the cases and provide advice on legal issues, recommended outcomes for individual issues, and disposition of appeals. This duty includes reading appellate briefs and research division reports for cases assigned to the Judge's monthly case calls, reviewing lower court records, and conducting electronic research on the Court's database, online and print research, and (as necessary) off-site library research.
- Review, analyze, proof, cite check, and, as necessary, revise or rewrite proposed opinions received from the research division before circulation to other judges on the case call panels. This duty includes verifying the accuracy of quotations and citations in the proposed opinions.
- Prepare bench memoranda in advance of oral argument for cases assigned directly to the Judge in lieu of a research report from the research division. This duty includes reviewing the briefs and arguments advanced by the parties, reviewing the lower court record and summarizing important facts and arguments, conducting legal research and reviewing caselaw, providing a legal analysis of each issue raised by the briefs, drafting and editing the memoranda, and discussing the memoranda with the Judge before circulation to the judges on the case call panel.
- Under the direction of the Judge, prepare draft opinions for cases where a proposed opinion is not provided by the research division, for cases remanded from the Michigan Supreme Court, and for cases where the panel remanded the matter to the lower court and retained jurisdiction and the remand is completed. Also, under the direction of the Judge, prepare draft concurrences and draft dissents for case call matters and prepare draft orders for matters on the Judge's motion docket.
- Assist the Judge in reviewing proposed opinions from other judges on a case call panel and on a motion docket panel.
- Ensure compliance/consistency of all circulated and finalized opinions with the Michigan Supreme Court Opinion Manual.
- Perform administrative duties, which include filing the Judge's final opinions and orders with the Clerk's office and monitoring their issuance, serving as a contact in the Judge's office, answering inquiries or directing callers to appropriate staff, and other assigned administrative tasks involved with the daily operations of the Judge's office.
- Review editorial suggestions and proposed syllabi and headnotes from the Reporter of Decisions for published opinions. Modify opinions, syllabi, and headnotes, as necessary, to conform to judicially approved editorial revisions for transmission back to the Reporter of Decisions.
- Review/stay apprised of recent published decisions of the Michigan Court of Appeals, Michigan Supreme Court, and United States Supreme Court and of revisions to statutes and court rules.
- At the Judge's discretion, approve time and attendance of the senior law clerk.

EDUCATION AND EXPERIENCE: Juris Doctor (JD) from an accredited law school. At least one year of experience involving significant legal research and writing. Experience within the Court or other judicial forum may be preferred by the hiring Judge.

WORK LOCATION: Hall of Justice in Lansing, Michigan. Hybrid (combination in-person/remote) work schedules may be possible after an orientation period. The candidate selected for the position must reside in Michigan on or before their first day of employment.

TO APPLY: Please send your cover letter, resume, law school transcript (unofficial is acceptable), and writing sample in Microsoft Word or Adobe Acrobat to jobapps@courts.mi.gov and include "Chief Judge Gadola Law Clerk" in the subject line. If you are unable to send applicant materials electronically, please contact Judicial Human Resources (517) 373-1147.

APPLICATION DEADLINE: Open Until Filled

First consideration and initial review of applications will begin on November 6, 2026.

AN EQUAL OPPORTUNITY EMPLOYER