

2020/2021 JUDICIAL CLERKSHIP JOB POSTING

POSITIONS AVAILABLE: **Two Judicial Clerkships in the Civil Division**

EMPLOYER: **ALLEN SUPERIOR COURT**

ADDRESS: Room 208 Allen County Courthouse
715 S. Calhoun Street
Fort Wayne, Indiana 46802

Contact Person: John McGauley john.mcgauley@allensuperiorcourt.us
Phone: 260-449-7587
Fax: 260-449-7919

**Resumes accepted from 3L students
Transcript, Writing Sample, and References REQUIRED**

Applications should be submitted no later than October 29, 2019, at 4:30 p.m.
(Applications may be submitted electronically or by mail)

Fact Sheet

- Term of Appointment: (August 3, 2020 – August 6, 2021)
- Salary: (2020) \$60,000 annually
- The clerkships will be for the following judges of the Civil Division; each law clerk would work for two judges as follows:
 - Judge David J. Avery and Judge Craig J. Bobay
 - Judge Nancy Eshcoff Boyer and Judge Jennifer L. DeGroot
- Orientation Week:

Successful applicants shall report to work on Monday, August 3, 2020, in order that he/she may spend a week with the incumbent clerk for the purpose of orientation.
- Work Day:

The Allen Superior Court is open to the public from 8:00 a.m. until 12:00 noon and from 1:00 p.m. until 4:30 p.m. daily. All employees are expected to promptly observe starting times. The requirements of the position may necessitate the law clerk to work beyond the normal public business hours.
- Benefits:

Medical Insurance - Allen County offers optional plans for group medical insurance.

Paid Holidays – According to the schedule that is approved by the Allen Superior Court Board of Judges.

Ten additional days off (for vacation, illness, interviews, etc.) during term of appointment.