



**THE SUPREME COURT OF NEVADA
invites applications for the position of:**

Law Clerk (2023)-Court of Appeals, Las Vegas

SALARY: \$70,705.00 annually

DEPARTMENT: Court of Appeals

OPENING DATE: 12/6/22

DESCRIPTION:

Judge Deborah Westbrook of the Nevada Court of Appeals is now accepting applications for a law clerkship that will begin in January of 2023 and conclude in August of 2023. The law clerk will assist Judge Westbrook with processing appeals and writ petitions. Law clerks conduct a broad range of duties, including legal research, preparing bench memos, drafting orders and opinions, proofreading and editing the other work produced in chambers. This position is located in Las Vegas, Nevada.

This is an amazing opportunity to work for the Nevada Court of Appeals!

EXAMPLES OF ESSENTIAL DUTIES:

- Review cases assigned to chambers
- Conduct the necessary legal research in a thorough and meticulous manner
- Prepare concise, well organized bench memos and orders
- Handle original petitions and petitions for rehearing
- Edit own work product and that of co-clerks
- Review all current decisions published by this court.
- Keep abreast of decisions from other courts that may be applicable to pending Nevada cases
- Carefully proofread orders and opinions
- Attend oral arguments

TYPICAL QUALIFICATIONS:

Must have graduated with a Juris Doctorate from an ABA accredited law school, preferably in the top 20%.

Law review or other journal experience is desirable.

Law clerks must possess exceptional legal research and writing abilities, must be flexible, and must be motivated to work independently to produce high quality work in a fast-paced appellate environment.

Applicants will need to attach a resume, cover letter, transcripts, list of references, and a writing sample.

SUPPLEMENTAL INFORMATION:

Las Vegas is an exciting and dynamic area with constant entertainment such as museums, fine dining, shopping, and a vibrant night life. In addition to the lights of the strip, Las Vegas has plenty of activities for outdoor lovers including hiking, skiing, boating, and off-roading. Nevada's beautiful landscape, exciting adventures, and thriving economy are just a few of the reasons to join the Silver State workforce!

Additional benefits include: medical, dental, life and disability insurance programs; participation in the public employees' retirement plan; 11 paid holidays each year; no state income tax; public service loan forgiveness; flexibility; and a work-life balance beyond compare!

Please note that the posted salary is subject to a 15.5% reduction as this amount is paid into the Public Employees' Retirement System (PERS). This is refundable upon the end of employment but is subject to taxation.

COVID-19 vaccination, including one booster, is required as a condition of employment. Verification of vaccination status will be required at the time of job offer. Requests for reasonable accommodation will be considered. Please **DO NOT** attach any individual health information related to COVID-19 vaccination status to the application.

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.nvcourts.gov/>

Position #00146
LAW CLERK (2023)-COURT OF APPEALS, LAS
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