



**JOB ANNOUNCEMENT
UNITED STATES BANKRUPTCY COURT
DISTRICT OF NEVADA**

Position: Temporary Law Clerk
Position Number: 25-06-09NVB
Location: Las Vegas, Nevada
Salary Range: JSP 11-13 (\$75,524-\$107,643)
(Based on experience and qualifications)
Opens: August 19, 2025
Closes: Open Until Filled (First application review is scheduled for September 11, 2025)

The U.S. Bankruptcy Court, District of Nevada, has an opening for a Temporary Law Clerk for the U.S. Bankruptcy Judges. This is a full-time position located in the Las Vegas Courthouse. The position is temporary for one year and one day (subject to funding).

Duties include but are not limited to: legal research, drafts memoranda, orders and other writings. The temporary Law Clerk position does include some administrative duties such as updating the courthouse law library and notating the electronic court calendar after reviewing case dockets.

Position may require periodic travel between Las Vegas, Nevada and Reno, Nevada.

Qualifications: For appointment at a JSP Grade 11, an applicant must be a law school graduate at the time of appointment (or be certified as having completed all law school studies and requirements and merely awaiting conferment of degree) from a law school of recognized standing, and have one or more of the following attributes:

- Standing within the upper third of the law school class from a law school on the approved list of either the American Bar Association or the Association of American Law Schools;
- Experience on the editorial board of law review of such a school;
- Graduation from such a school with an LLM degree; or
- Demonstrated proficiency in legal studies, which in the opinion of the judge, is the equivalent of one of the above.

For appointment at a JSP Grade 12 or 13, an applicant must also be a member of the Bar of a federal, state, or territorial court of general jurisdiction, and must possess the following year(s) of full-time legal work experience after graduation from law school:

JSP 12 – one year of legal work experience.

JSP 13 – two years of legal work experience.

Information for Applicants:

Benefits include participation in health, life, and long-term disability insurance programs and paid holidays. Annual leave provided based upon judicial discretion.

Employees of the United States Bankruptcy Court are EXCEPTED SERVICE appointments. Excepted Service appointments and Temporary NTE (not to exceed a specific date) appointments are at will judicial employees, and as such, can be terminated with or without cause by the Court. Federal Government Civil Service classifications or regulations do not apply to U.S. Bankruptcy Court employees. The U.S. Courts require employees to adhere to a Code of Ethics and Conduct which is available to applicants for review upon request.

ALL applicant information is subject to verification.

Candidates who are selected for employment in the judiciary must successfully pass a background check or investigation as a condition of employment. The background check will include, at a minimum, an FBI fingerprint check. Full field investigations will be conducted on positions that are classified as high-sensitive. Once employed, the candidate may be subject to periodic background investigation updates.

Due to the volume of applications the Court typically receives, the Court will only communicate with those applicants who may be interviewed based upon information provided in completed applications for open positions.

Travel expenses relocation will not be paid.

All new employees of the U.S. Courts must identify a financial institution for direct deposit of pay before appointment.

The Court reserves the right to modify the conditions of this job announcement, to withdraw the announcement, or to fill the position sooner than the closing date without prior notice. In the event a position becomes vacant in a similar classification, within a reasonable time of the original announcement, the Court may elect to select a candidate from the applicants who responded to the original announcement without posting the position. This Court provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and interviewing process, please notify the local human resources representative.

The U.S. Bankruptcy Court for the District of Nevada is an Equal Opportunity Employer.

To apply: Email a detailed resume, cover letter and writing sample (10 pages or less) to
denise_kirkling-styles@nvb.uscourts.gov