



Superior Court of Pennsylvania

Appellate Law Clerk

This employee serves as a law clerk to Judge Mary Jane Bowes of the Superior Court of Pennsylvania.

Starting Salary Range: \$59,775– \$71,049

Candidate must have proven research and writing skills and ability to:

- Research legal data pertinent to caseload of judge
- Read, analyze, and interpret lower court records, and appellate court briefs
- Search, interpret, and apply statutes, court decisions, and other legal authorities on points of law involved in the preparation of legal rulings
- Prepare drafts of opinions
- Proofread and review circulating opinions of other appellate court judges

Candidate must also possess:

- Ability to understand and interpret constitutional provisions, statutes, and precedents
- Ability to prepare orders and opinions on petitions, motions, and appeals
- Ability to establish and maintain effective working relationships with members of the judiciary, court and departmental administrators, attorneys, and associates

Candidate must be licensed to practice law in Pennsylvania or attain admission to the Bar of the Supreme Court of Pennsylvania within twelve months of the date of hire. The position is effective for an initial period of one year.

Send or Email resume, cover letter, and writing sample to:

Michael Payne, Esq.
Chief Law Clerk to Judge Mary Jane Bowes
310 Grant Street, Suite 2600
Pittsburgh, PA 15219
Michael.Payne@pacourts.us

Unified Judicial System Hiring Policy

The Unified Judicial System of Pennsylvania recruits, employs, and promotes the most qualified applicants without regard to their political affiliation, race, color, age, national origin, sex, sexual orientation, gender identity or expression, religion, disability, or other non-merit facts or considerations. Reasonable accommodations will be provided to applicants with disabilities as may be necessary to ensure that all applicants are given a fair and equal opportunity to compete for all employment positions. Applicants who need accommodation for an interview should request so in advance. All hiring policies and procedures are intended to conform to all provisions of the Pennsylvania Human Relations Act, the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, and all other state and federal statutes governing fair and non-discriminatory hiring practices.