

# Judicial Law Clerk

Salary:	\$44,056/year plus benefits
Department:	Courts
Location:	Indiana, PA (Indiana County)
Posting Date:	5/10/2023

## Judicial Law Clerk

*Indiana County Court of Common Pleas  
40<sup>th</sup> Judicial District  
Indiana, PA*

### Typical Duties

- Assisting the Court with legal research and writing including preparing orders, memoranda and opinions.
- Observing and assisting in court proceedings.

### Minimum Qualifications

- Must be a law school graduate by position start date.
- Current 3Ls and law school graduates encouraged to apply.

### Additional Qualifications/Preferences

- Please include a cover letter, resume, and two (2) letters of recommendation.
- A writing sample is required at the time of the interview.

### How to Apply

- Submission Deadline: June 16, 2023
- Submit Applications to:

Court Administrator's Office  
Indiana County Courthouse  
825 Philadelphia Street, 2nd Floor  
Indiana, PA 15701

- Or -

[kmccombie@indianacountypa.gov](mailto:kmccombie@indianacountypa.gov)

Indiana County Courthouse  
825 Philadelphia Street, 2nd Floor  
Indiana, PA 15701