



Franklin and Fulton County Court of Common Pleas 39th Judicial District of Pennsylvania

JUDICIAL LAW CLERK

Honorable Mary Beth Shank

Starting Salary \$58,551.98

Duties

A law clerk's main duties are comprised of assisting the judge in reviewing motions, performing research (Westlaw) and drafting orders and opinions. Law clerks are expected to keep abreast of local opinions and decisions of the Superior/Commonwealth and Supreme Court in areas applicable to the judge's current divisions. Clerks respond to calls and emails about pending cases.

Qualifications

- Bachelor's degree from an accredited college or university
- Juris Doctor degree from an accredited law school
- Strong writing and research skills
- Ability to meet deadlines

How to Apply

- Interested applicants may apply by sending resume, law school transcript and references to Judge Mary Beth Shank at mshank@franklincountypa.gov. Writing Sample(s) preferred but not required. Applicants may also send via U.S. Mail to Hon. Mary Beth Shank, Franklin County Judicial Center, 14 N. Main Street, Chambersburg, PA 17201
- Questions about the position and benefits may be directed to Judge Shank's chambers. (717) 261-3836
- The start date for this position is August 2025.

14 North Main Street
Chambersburg, PA 17201
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