

**U.S. Court of Appeals for the Armed Forces
Job Listing**

POSITION: Staff Attorney

NUMBER OF POSITIONS AVAILABLE: One

LOCATION: U.S. Court of Appeals for the Armed Forces
450 E Street, N.W.
Washington, D.C.
20442-0001

DESCRIPTION OF ORGANIZATION: The U.S. Court of Appeals for the Armed Forces exercises worldwide appellate jurisdiction over appeals from courts-martial from all of the armed services involving a variety of legal issues including constitutional law, criminal law, military law, evidence, and national security law.

EXPERIENCE/QUALIFICATIONS:

- Juris Doctorate (JD) degree from a law school accredited by the American Bar Association (ABA), excellent academic credentials, and be an active member in good standing of the bar of any US State or the District of Columbia.
- Superior legal research, analytical, and writing skills and proficiency in computer-assisted research and word processing.
- Excellent communication and interpersonal skills.
- Criminal litigation and law review experience is highly desirable.
- To qualify for a particular grade, the applicant must possess a JD degree from an ABA-accredited law school and be an active member in good standing of the bar of any US State or the District of Columbia (GS-12) and have worked for two years (GS-13) or four years (GS-14) as an attorney or law clerk after graduation.

RESPONSIBILITIES: The staff attorney serves on the Central Legal Staff of the Court, serving the Court at large rather than individual judges. The principal tasks of the staff attorney include:

- Performing a comprehensive legal review and analysis of petitions for review, to include a complete de novo review of records of trial;
- Performing a comprehensive legal analysis of extraordinary writs, motions, and other pleadings;
- Preparing legal memoranda on petitions for review or other pleadings, to include recommendations for disposition;
- Preparing orders of the Court on behalf of the Clerk of the Court;
- Performing other duties as assigned.

Because the staff attorney must be able to advise the Judges and the Clerk on difficult, varied, and important issues, the Court is highly selective in its hiring. The Court is looking for an individual who can analyze complex legal issues thoroughly and efficiently and express himself or herself clearly, both orally and in writing.

The staff attorney works in a highly collegial environment with other recent law school graduates and lawyers coming from judicial clerkships or private practice, as well as with more experienced supervisory staff attorneys and senior management.

JOB DURATION: The position is an at-will, excepted service position under Title 10, U.S. Code § 943, for two years, with the possibility of a two-year extension. Estimated date of hire: May 2024.

GRADE & SALARY: - GS-12/13/14*
- \$99,200 - \$181,216 per annum (includes locality)
- Full Federal benefits include medical insurance, sick and annual leave.
*Grade and salary will be determined based on experience and qualifications.

CONTACT PERSON: Any questions about the position should be directed to our HR Specialist at Adminoffice@armfor.uscourts.gov.

HOW TO APPLY: Applicants should forward the following documents to email address Adminoffice@armfor.uscourts.gov.

- (1) a brief cover letter, noting the position for which the candidate is applying,
- (2) a resume,
- (3) an official law school transcript (a photocopy is acceptable),
- (4) two letters of recommendation, and
- (5) a writing sample not exceeding ten pages.

A complete application package must be submitted, partial or incomplete packages will not be considered.

The U.S. Court of Appeals for the Armed Forces is an Equal Opportunity employer and does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the U.S. Court of Appeals for the Armed Forces considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference are encouraged to include that information in their cover letter or resume and attach supporting documentation to their submissions.

DEADLINE FOR APPLICATION: Open until filled.