

U.S. Court of Appeals for the Armed Forces

Position Title:	Staff Attorney (GS-13/14)*
Salary Range:	\$121,785 - \$187,093 (includes locality pay) *
Position Location:	Central Legal Staff, U.S. Court of Appeals for the Armed Forces, Washington, D.C.
Term:	The position is an at-will, excepted service position under Title 10, U.S. Code § 943, for two years, with two-year extensions authorized based on performance.

* Grade and salary will be determined based on experience and qualifications.

POSITION OVERVIEW:

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.

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.

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, and have worked for two years (GS-13) or three years (GS-14) as an attorney or law clerk after graduation.

BENEFITS:

Benefits include participation in health and life insurance programs, commuter benefits, paid holidays, leave accrual, and periodic salary increases. The Court is not authorized to reimburse applicants for travel or moving expenses.

The position is telework eligible as determined by Court requirements and policy.

REQUIREMENTS:

Due to the nature of cases that are before the Court, the selected applicant will be subject to strict confidentiality requirements. In addition, employment is contingent upon the satisfactory completion of a background records check.

Applicants must be United States citizens. The selected applicant will be subject to mandatory electronic transfer of funds for payment of net pay. The U.S. Courthouse is a smoke-free building.

HOW TO APPLY:

Applicants should forward the following documents via email to USCAAF.Admin-Office@armfor.uscourts.gov:

- (1) a brief cover letter,
- (2) a resume,
- (3) an official law school transcript,
- (4) two letters of recommendation, and
- (5) a writing sample not exceeding ten pages.

Partial or incomplete packages will not be considered. Any administrative questions should be directed to our Administrative and Human Resources office at USCAAF.Admin-Office@armfor.uscourts.gov.

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.