

**UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF INDIANA  
INDIANAPOLIS DIVISION**

<p><b>Judicial Law Clerk to Magistrate Judge Tim A. Baker</b> <b>JSP 11-13 (\$61,674 - \$87,902) dependent on background and experience</b> <b>CLOSING DATE: Wednesday, October 10, 2018, or until filled</b></p>
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The United States District Court for the Southern District of Indiana is accepting applications for a Judicial Law Clerk to Magistrate Judge Tim A. Baker. Primary responsibilities include legal researching and writing. The position also requires the performance of other duties as needed, as well as special projects. The term of employment is two years. Employment will commence in August 2019.

Strong preference is given to applicants with the following minimum qualifications: (1) law school graduation in the top 20% of the class; (2) law review or other significant writing experience; (3) good character, maturity, and an eagerness to work as part of a small, close-knit team; (4) excellent skills in research, writing, proofreading, communication, and cite checking; and (5) proficiency in Westlaw, Lexis, and PowerPoint. Prior law clerk experience, experience researching and writing motions and briefs, or other post-graduate litigation experience is beneficial. Candidates also must demonstrate an ability to maintain confidentiality.

To apply, email the following to [MJBaker@insd.uscourts.gov](mailto:MJBaker@insd.uscourts.gov): (1) cover letter; (2) résumé (including law school GPA and class rank); (3) writing samples; and (4) law school transcript. First consideration may be given to those who apply early.

The Court is an Equal Opportunity Employer. The Southern District of Indiana is a harassment-free workplace. Applicants demonstrate the commitment and ability to create and preserve an environment that is respectful to all people, including co-workers. Applicants are subject to a complete FBI fingerprint check and background investigation. Employment will be provisional and contingent upon the satisfactory completion of the required background investigation. The Federal Financial Reform Act requires direct deposit of federal wages for court employees. The United States District Court is a smoke-free environment. Please note that federal judicial law clerks are governed by certain ethical guidelines that generally prohibit the practice of law and significantly restrict the ability to engage in pro bono legal representation and outside employment. Law clerks also are prohibited from engaging in any political activities, whether partisan or nonpartisan.