

JOB POSTING

**Indiana County Court of Common Pleas
40th Judicial District
Indiana, PA**

Job Title: Judicial Law Clerk- 2 open positions
Positions available April 2023 and August 2023

Salary: \$44,056/year plus benefits

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

Responsibilities: Assisting the Court with legal research and writing including preparing orders, memoranda and opinions; observing and assisting in court proceedings.

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

Deadline to submit: February 24, 2023

Submit to: Christy Donofrio, Esq.
District Court Administrator
Indiana County Courthouse
825 Philadelphia Street, 2nd Floor
Indiana, PA 15701

cdonofrio@indianacountypa.gov