

STATE OF CALIFORNIA

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COURT OF APPEAL, SECOND APPELLATE DISTRICT  
300 South Spring Street  
Los Angeles, CA 90013  
Web site: [www.courts.ca.gov/careers](http://www.courts.ca.gov/careers)

**JOB TITLE:** Appellate Court Attorney, A-D – Division Seven

**LOCATION:** Downtown Los Angeles

**JOB ID#** 6217

**OVERVIEW**

The California Court of Appeal, Second Appellate District located in Los Angeles, is accepting applications for an appellate attorney to join Division Seven. In this role, the attorney will work closely with the justice to prepare opinions on a variety of cases. This position offers an opportunity to gain valuable experience in both civil and criminal law at the appellate level, providing a challenging and responsible work environment.

**RESPONSIBILITIES:**

- Reviewing appellate briefs and trial court records.
- Thoroughly researching and analyzing existing law.
- Drafting clear, concise and well-reasoned memoranda and initial drafts of opinions
- Reviewing and proofreading opinions.
- Making recommendations regarding the resolution of legal issues pending before the court
- Performing other tasks as assigned by the justice.
- Excellent analytical, writing, and research skills are mandatory, along with collegiality, a strong work ethic, and a dedication to excellence.
- Candidates must be able to work independently on complex legal issues, organize their own work, set priorities, and meet deadlines.

**Desirable Qualifications:**

- State or federal clerking experience or familiarity with appellate practice.

Salary is based on qualifications and experience.

**QUALIFICATIONS:**

**Level A:** Active membership in the State Bar of California.

**Level B:** Active membership in the State Bar of California and the equivalent of two years of post-bar legal experience in a legal setting such as a private law practice, corporation, government agency, law school, court, or legal publishing company.

OR

Equivalent to two years of post-bar legal experience in a legal setting as described above, including one year of experience as an appellate attorney, Level A, with the judicial branch.

**Level C:** Active membership in the State Bar of California and the equivalent of three years of post-bar legal experience in a legal setting such as a private law practice, corporation, government agency, law school, court, or legal publishing company.

OR

One year of experience as an appellate attorney, Level B, with the judicial branch.

**Level D:** Active membership in the State Bar of California and the equivalent of four years of post-bar legal experience in a legal setting such as a private law practice, corporation, government agency, law school, court, or legal publishing company.

**OR**

One year of experience as an appellate attorney, Level C, with the judicial branch.

**Senior:** Active membership in the State Bar of California and the equivalent of six years of post-bar legal experience, including substantial appellate experience, in a legal setting such as a private law practice, corporation, government agency, law school, court, or legal publishing company.

**OR**

Two years of experience as an appellate attorney, Level D, with the judicial branch.

### **HOW TO APPLY**

Apply online at <http://www.courts.ca.gov/careers> and search for JO# **6217**.

The following items are required.

- Completed online application
- Cover letter
- Resume
- Writing Sample

For earliest consideration, please apply by **April 25, 2024**. This posting will remain open until filled.

### **PAY & BENEFITS:**

**Level A:** \$6,490 per month

**Level B:** \$7,853 to \$9,975 per month  
(Starting salary will be between \$7,853 to \$8,638 per month)

**Level C:** \$8,632 to \$10,972 per month  
(Starting salary will be between \$8,632 to \$9,495 per month)

**Level D:** \$9,936 to \$13,261 per month  
(Starting salary will vary between \$9,936 to \$10,930 per month)

**Senior:** \$11,247 to \$15,011 per month  
(Starting salary will vary between \$11,247 to \$12,372 per month)

### **Some highlights of our benefits package include:**

- Health/Dental/Vision benefits
- 14 paid holidays per calendar year
- 1 personal holiday per year
- Choice of annual leave or sick/vacation leave
- Up to \$130 per month reimbursement for qualifying commuting costs
- CalPERS Retirement Plan
- 401K and 457 deferred compensation plans

- Employee Assistance Program
- Basic Life and AD&D Insurance
- FlexElect Program
- Long Term Disability
- Long Term Care
- Group Legal Plan

**The Court of Appeal, Second Appellate District is an Equal Opportunity Employer.**