



STATE OF CALIFORNIA

COURT OF APPEAL, SIXTH APPELLATE DISTRICT
333 West Santa Clara St., Suite 1060
San Jose, California 95113
Web site: www.courts.ca.gov/careers

EMPLOYMENT OPPORTUNITY

JOB TITLE: APPELLATE COURT ATTORNEY (LEVEL B to SENIOR)
LOCATION: SAN JOSE, CALIFORNIA
JOB NO. 5947

The California Court of Appeal, Sixth Appellate District, located in the heart of Silicon Valley, decides cases at the forefront of California's civil and criminal jurisprudence. The Court is currently recruiting talented lawyers with a love for the law and writing, a strong work ethic and a dedication to excellence to join its staff. The Court values diversity and inclusion in our workplace. Working as a lawyer at the Sixth District offers a unique opportunity to think and write about developing issues in the law and to work one on one with some of California's finest jurists, crafting decisions that define the legal landscape for the sixth largest economy in the world. Your work at the court would include drafting proposed opinions in all areas of appellate law including criminal, civil and juvenile. Appellate, civil, or criminal practice experience or a prior judicial clerkship is a plus, but a proven interest in writing, legal analysis, and desire to contribute to the Judicial Branch is a must. The Branch offers a generous compensation and benefits package, including opportunities for remote work and flexible scheduling. The court is located in downtown San Jose and is easily accessible by public transit.

The position is being recruited at levels B to Senior and will be staffed at a level commensurate with the qualifications of the selected individuals.

RESPONSIBILITIES

Duties of an attorney include drafting bench memoranda and opinions in assigned cases and reviewing memoranda and proposed opinions. These responsibilities require that the attorney carefully and accurately review appellate briefs, trial records, and other documents; thoroughly research and analyze existing law; draft clear, concise, and well-organized memoranda and proposed opinions; and make recommendations regarding the resolution of legal issues before the court within assigned deadlines.

QUALIFICATIONS

Applicants should have appellate court experience, or extensive experience in criminal and civil trial or appellate litigation. They should also have exceptional research, analytical, and writing skills; broad and practical knowledge of the law; familiarity with appellate practice; mature and sound judgment; and ability to work both independently and cooperatively with other members of the court staff. Applicants should have the ability to discuss issues thoroughly while welcoming supervision and editing of one's work product. Experience with computerized legal research, word processing skills, and knowledge of software applications are also essential.

Applicants advancing to the final phase in the selection process may be required to complete a timed writing exercise.

MINIMUM QUALIFICATIONS:

Active membership in the State Bar of California **and**:

Level B: 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: 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: 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 Level: 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.

Please Note: Work experience as a law clerk to a federal judge after passing a state bar but prior to formal state bar admission will be considered equivalent to post-bar legal experience.

For external candidates for the Senior Appellate Court Attorney class, the Administrative Presiding Justice must certify that the candidate possesses "substantial appellate experience."

OTHER

If you are selected for hire, the court will require verification of employment eligibility or authorization to legally work in the United States.

HOW TO APPLY

The posting will remain open until filled. These positions require the submission of our official employment application, cover letter, resume, a writing sample no longer than 5 pages, and a response to the following supplemental question:

Please describe, in some detail, your experience in conducting legal research and writing on complex legal issues, and indicate why you believe your experience and skills qualify you for the position. Also, please explain why you are interested in this position.

To apply online, please visit our website at www.courts.ca.gov/careers and search for job opening # **5947**.

Please refer to “Appellate Court Attorney, Job Opening # **5947** on your application materials and all correspondence.

The Judicial Council provides reasonable accommodation to applicants with disabilities who request such accommodation. Reasonable accommodation needs should be requested through the Human Resources department at (415) 865-4260.

PAYMENTS & BENEFITS

SALARY RANGE:

Senior Level: Starting salary may range from \$11,234 – \$14,994 per month.

Level D: Starting salary may range from \$9,927 – \$13,246 per month.

Level C: Starting salary may range from \$8,623 – \$10,957 per month.

Level B: Starting salary may range from \$7,842 – \$9,965 per month.

Highlights of our benefits package include:

- Health/Dental/Vision benefits program
- 14 paid holidays per calendar year
- Choice of Annual Leave or Sick/Vacation Leave
- 1 personal holiday per year
- \$130 transit pass subsidy per month
- CalPERS Retirement Plan
- 401(k) and 457 deferred compensation plans
- Employee Assistance Program
- Basic Life and AD&D Insurance
- Long Term Disability (employee paid/optional)
- Group Legal Plan (employee paid/optional)
- FlexElect Program

THE SIXTH APPELLATE DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER

SUPPLEMENTAL QUESTION:

Please describe, in some detail, your experience in conducting legal research and writing on complex legal issues, and indicate why you believe your experience and skills qualify you for the position. Also, please explain why you are interested in this position.