MEMO

Pages: One  
Date: January 30, 2012  
From: Faye Rathel, Administrative Assistant

THE HONORABLE SALLY D. ADKINS  
Court of Appeals

PRIMARY CHAMBERS AND MAILING ADDRESS:  
201 Baptist Street, Room 3371  
P.O. Box 1029  
Salisbury, Maryland 21803-1029  
410-713-3440  
Facsimile: 410-334-3449

ANNAPOLIS CHAMBERS: Courts of Appeal Building  
361 Rowe Boulevard  
Annapolis, Maryland 21401

Contact Person: Sally D. Adkins  
Faye Rathel, Administrative Specialist

Telephone: 410-713-3440

Judge Adkins is currently accepting judicial clerkship applications for the 2013-2014 term. Applications will be accepted until two law clerk positions are filled. Applicants will need to submit a resume, cover letter, transcript, at least one writing sample, a list of references and at least two reference letters. Applicants must be in the top 50 percent of their class, with law review or another journal preferred. Applicants must possess well-developed research, writing and analytical skills and offer professionalism and integrity. The salary is approximately $44,620. The law clerk may telework from Annapolis, where the Court sits, with limited visits to the Judge’s primary chambers in Salisbury. The Court of Appeals is Maryland’s highest appellate court.