The State of Maine Judicial Branch is accepting applications for the Maine Business and Consumer Court Clerkship for the 2013-2014 term, which runs from August 19, 2013, through August 15, 2014. One position is expected to be available. The Law Clerk will be based in Portland.

Maine’s Business and Consumer Court is a specialized docket designed exclusively for business and/or consumer cases drawn from the regular dockets of the District and Superior Courts. It was created for the purpose of providing predictable judicial action in selected cases (1) in which the principal claims involve matters of significance to the transactions, operations, or governance of business entities and/or the rights of consumers, and (2) that require specialized and differentiated judicial management. Jury and non-jury trials are available in the Business and Consumer Court.

The Business and Consumer Court is managed by two or more judges designated by the Chief Justice of the Supreme Judicial Court. The Law Clerk works with these judges. The Law Clerk’s principal duties involve assisting the judges in the various areas of the court’s jurisdiction and include the preparation of memoranda or draft opinions and monitoring trials and other proceedings and matters in the Business and Consumer Court.

In selecting a Law Clerk for 2013-2014, members of the Committee will consider academic and class standing; law review and moot court participation; other significant research and writing experience; prior employment; and faculty, employer, and personal recommendations.

Salary: $42,588.00 plus fringe benefits.

How to Apply: The application packet consists of the following documents:

- Cover letter
- Résumé
- Official law school transcript (photocopies will not be accepted)
- One writing sample (double spaced, 10-page maximum) (NOTE: Although the writing sample may be edited or critiqued by others, the justices are interested in a writing sample that primarily reflects the applicant’s own work.)
- Two letters of recommendation.
- You will also need to complete and return with your application the Applicant Information Survey which is included with this posting.

Application Deadline and Submission Information: Applications must be received by August 31, 2012, at 4:00 p.m. Inquiries can be made to Ms. Tina Hamilton at 207-822-4174 or tina.hamilton@courts.maine.gov.

The application packet may be mailed or hand delivered to:
Attn: Law Clerk Recruitment – Maine Business and Consumer Court
Administrative Office of the Courts
125 Presumpscot Street, P.O. Box 4820
Portland ME 04112-4820

Interviews will be held in Portland, Maine, in early October 2012 and conducted en banc. Video interviews are not preferred, but will be considered, if necessary. Applicants selected for an interview will be required to submit an additional writing sample responding to a prompt supplied by the Business Court Justices.

The State of Maine Judicial Branch is an equal opportunity/affirmative action employer.