



**LAW CLERK – TERM**

Vacancy Announcement #: 2025-08-USDC

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**POSITION:** Law Clerk – Term

**POSITION TYPE:** Full-Time, Term Limited  
(Mon – Fri, 8:00 am to 5:00 pm MST)

**SALARY RANGE:** **JSP 11/1 to JSP 13/1**\* (\$75,890 – \$108,165)  
*\*Starting salary is commensurate with qualifications, experience, and based upon Judicial Salary Plan (JSP) guidelines. Advanced in step placement may be available for current or prior federal employees based on highest previous rate rules.*

**OPEN DATE:** Wednesday, February 26, 2025

**CLOSING DATE:** Open until filled

**AREA OF CONSIDERATION:** Open to all qualified individuals

**LOCATION:** Colorado Springs, Colorado

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The U.S. District Court for the District of Colorado is accepting applications for the position of Term Law Clerk to U.S. Magistrate Judge Maritza Dominguez Braswell. The position is supporting Judge Dominguez Braswell in Colorado Springs, though hybrid work is possible for candidates interested in working from another location a few days a week. This position is expected to start in early-mid September and will be for an initial term of one year, though may be extended up to four additional years at the discretion of the judicial officer. Judge Dominguez Braswell will give strong preference to candidates interested in a two-year term.

The law clerk will provide legal support to the Judge by conducting legal research, preparing memoranda, drafting orders, and acting as legal advisor. The clerk will also engage in docket management and interact with parties and attorneys on a regular basis.

Chambers is a team environment where clerks, the Judge, and the Courtroom Deputy support one another and work together to manage all cases and provide excellent public service. The successful candidate will be:

- a problem-solver;
- a strong writer with excellent analytical skills;
- confident in their abilities, but cognizant of their limitations;
- inquisitive and eager to learn;
- a self-starter;
- capable of prioritizing and triaging in the face of competing demands;
- kind and courteous in all interactions with staff, attorneys, and the public at large; and
- proficient in traditional Westlaw search tools as well as other legal technology, and capable of leveraging new AI tools ethically and responsibly.

Additionally, top candidates will have a demonstrated commitment to their community, and enthusiasm for public service.

## MINIMUM QUALIFICATIONS

To qualify for a JSP 11/1, a person must be a law school graduate (or be certified as having completed all law school studies and requirements and merely awaiting conferment of degree) from a law school of recognized standing, and have demonstrated one of the following accomplishments or proficiencies:

- (a) Standing within the upper third of the law school class from a law school on the approved list of either the American Bar Association or the Association of American Law Schools;
- (b) Experience on the editorial board of a law review of such a school;
- (c) Graduation from such a school with an LLM degree; or
- (d) Proficiency in legal studies that, in the opinion of the appointing judge, is the equivalent of one of the above.

To qualify for a JSP 12/1, a person must meet the above but also have at least one year of full-time legal work experience after graduation from law school and must be a member of the bar of a state, territorial, or federal court of general jurisdiction.

To qualify for a JSP 13/1, a person must meet the above but also have at least two years of full-time legal work experience after graduation from law school and must be a member of the bar of a state, territorial, or federal court of general jurisdiction.

Legal work experience is defined as progressively responsible experience in the practice of law, in legal research, legal administration, or equivalent experience received *after* graduation from law school. Major or substantial legal activities while on military duty may be credited on a month-for-month basis whether before or after graduation, but not to exceed one year before graduation from law school.

## ADDITIONAL INFORMATION:

Term law clerk appointments are limited to a total of four years, including all previous appointments held under a federal term law clerk capacity. Term law clerks are subject to social security deductions and are eligible for health, dental, vision, and life insurance coverage. Term law clerks are not eligible to participate in the federal employee's retirement system (FERS) or the Thrift Savings Plan (TSP). Based on the judge's discretion, term law clerks may or may not be placed on the Leave Act. Please visit [Benefits Overview](#) to view all federal judiciary employee benefits.

All employees must adhere to the judiciary's [Code of Conduct](#). In addition, this position is subject to mandatory fund transfer (EFT) participation, adherence to 8 U.S.C. § 1324b(a)(3)(B) regarding hiring of lawful permanent residents, and an FBI fingerprint and/or background check. Employees of the United States Courts are not included in the government's Civil Service classification and are considered "at will" employees. The Court reserves the right to modify the conditions of this vacancy announcement, or to withdraw the announcement, any of which may occur without prior written or other notice.

Finalists for the position should expect to complete a writing exercise to assist the Judge in the selection process.

## HOW TO APPLY

Submit a complete application package online through [OSCAR](#).

- Application form AO78 (Download it [here](#))
- Cover letter & current resume;
- Writing sample;
- Law school transcripts;
- Contact information for two professional references.

All applicants for this position must also complete the "Optional Background Information" section of the AO 78 (page 5) for consideration. Applications will be reviewed as they are received. Incomplete applications may not be considered.

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