UNITED STATES BANKRUPTCY COURT – DISTRICT OF COLORADO
US Custom House
United States Bankruptcy Court
721 19th Street
Denver, Colorado 80202

Law Clerk- Term and/or Career

Vacancy Announcement: 2027-4-USBC

POSITION:	**Judicial Law Clerk - Term and/or Career**
POSITION TYPE:	**Full-Time, Term Limited or Full-/Part-Time Career, Permanent**
SALARY RANGE:	**JSP Grade 11/1 to JSP Grade 14/10 ($83,265 – $182,316)*** **Starting salary is commensurate with qualifications and experience. Advanced in-step placement may be available for current or former federal employees based on the highest previous rate rules. Part-time compensation will be pro-rated.*
OPEN DATE:	**November 20, 2026**
CLOSING DATE:	**Open Until Filled**
START DATE:	**Immediate Opening**
DUTY STATION:	**Denver, Colorado**

The United States Bankruptcy Court for the District of Colorado is accepting applications for an anticipated Judicial Law Clerk vacancy (Term and/or Career) in the chambers of U.S. Bankruptcy Judge Thomas B. McNamara in Denver, Colorado. The position is available immediately, following the elevation of the current career Law Clerk to a judgeship. The start date may be negotiable. Applications will be reviewed on a rolling basis, and a selection may be made at any time prior to the anticipated start date. **Although the position is in the Bankruptcy Court and prior bankruptcy experience is desirable, no specific bankruptcy experience is required; this is because the Bankruptcy Court deals with a wide spectrum of legal issues including federal law, federal rules of civil procedure, federal rules of evidence, statutory interpretation, and state law in addition to application of the Bankruptcy Code.**

The position may be filled as a Term Law Clerk appointment or may be designated as a Career Law Clerk appointment, at Judge McNamara's discretion. The Judge may also consider two half-time candidates to fill the Career Law Clerk position.

A Term Law Clerk appointment would be for an initial term of one to two years but could be extended, provided that total qualifying term law clerk service does not exceed four years. Previous federal service as a Term Law Clerk may reduce the remaining period of eligibility. A successful candidate for a Term Law Clerk position must be able to commit to the initial appointment period. A Career Law Clerk appointment is intended to be long-term, with a minimum commitment of three years and the possibility of indefinite continuation.

The Law Clerk (whether Term or Career) will support Judge McNamara and Chambers in managing an increasingly busy bankruptcy court docket by balancing substantive and administrative legal duties. Bankruptcy courts function effectively as commercial courts in the federal system dealing with issues arising under federal law, the Bankruptcy Code, and state law. Bankruptcy Judges deal with contracts, torts, interpretation of the Bankruptcy Code, and typical aspects of federal civil litigation. The Law Clerk will research legal issues, draft legal opinions and judicial orders, prepare bench memoranda, attend court proceedings, make recommendations to Judge McNamara based on the law and facts, and otherwise assist in all aspects of case management. There will be daily in-person interaction with Judge McNamara, other law clerks, and

Chambers staff concerning legal and court-related issues. The Law Clerk position involves significant responsibility in a fast-moving environment. Judge McNamara counts on his Law Clerks as trusted advisers.

The Law Clerk (whether Term or Career) must maintain a professional and courteous demeanor within Chambers, the Court, and with the public at large. Those who thrive in a Law Clerk role will have intellectual curiosity and a strong desire to develop their legal writing and analysis skills and welcome the opportunity to consider new issues. The Law Clerk must be prepared to ask questions and engage with Judge McNamara on all manner of legal issues. The Law Clerk position is dynamic and requires multi-tasking and resilience. The successful candidate must demonstrate commitment to the rule of law and service to those who come before the Court: debtors, creditors, attorneys, trustees, plaintiffs, defendants, and the public.

Minimum Qualifications
To qualify for the position of Law Clerk at Grade 11 in the Judicial Salary Plan (JSP), an applicant 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 one or more of the following attributes:

- 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;
- Experience on the editorial board of a law review of such a school;
- Graduation from such a school with an LLM degree; or
- Demonstration of proficiency in legal studies, which in the opinion of the judge, is equivalent to one of the above.

To qualify for Grade JSP 12, one year of legal work experience following law school graduation is required and the candidate must be a member of the bar of a state, territorial, or federal court of general jurisdiction. To qualify for Grade JSP 13, at least two years of legal work experience following law school graduation is required and the candidate must be a member of the bar of a state, territorial, or federal court of general jurisdiction. To qualify for Grade JSP 14, a person must have at least three years of legal work experience following law school graduation and be a member of the bar of a state, territorial, or federal court of general jurisdiction. In addition, two of the required three years of legal work experience must have been served in qualifying legal positions within the Federal Judiciary. Legal work experience is defined as progressively responsible experience in the practice of law, legal research, legal administration, or equivalent experience received after graduation from law school. Major or substantial legal activities while in military service may be credited on a month-for-month basis, whether before or after graduation, but not to exceed one year if before graduation from law school.

Only qualified applicants will be considered for the position.

Preferred Qualifications
Preference will be given to applicants with at least one year of legal practice or judicial clerkship experience, particularly in federal practice, bankruptcy law, or a comparable practice area. Knowledge of bankruptcy law is desirable but not required.

Ideal candidates will possess strong legal research and writing skills; proficiency with Westlaw, Lexis, and Microsoft Office; and familiarity with electronic case filing and case management systems. The ability to efficiently analyze and resolve complex legal issues, along with excellent communication and interpersonal skills, sound judgment, maturity, and discretion, is also highly valued.

Additional Information
The position may be filled as a Term Law Clerk appointment or designated as a Career Law Clerk appointment at Judge McNamara's discretion. The designation of a career status appointment is used to describe a Law Clerk who intends to devote an extended portion of their career to the Federal Judiciary, generally four years or more.

Career Law Clerks are eligible for health, dental, vision, and life insurance coverage, retirement benefits under the Federal Employees Retirement System (FERS), social security deductions, participation in judiciary supplemental benefit programs, and the Thrift Savings Plan.

Term Law Clerk appointments are limited to a total of four years of qualifying service, including previous federal term law clerk appointments, subject to applicable exceptions. Law Clerks appointed to term appointments 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 FERS or the Thrift Savings Plan, unless transferring from a covered (career) position without a break in service. Based on the judge's discretion, the Law Clerk may or may not be placed on the Leave Act. Please visit our website for a complete federal benefits overview.

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 change the conditions of this vacancy announcement, or to withdraw the announcement, any of which may occur without prior written or other notice.

HOW TO APPLY

All qualified applicants should submit the following via **OSCAR:**

- Completed Application form AO78 (Download it here). All applicants must also complete the "Optional Background Information" section of the AO78 (Page 5) for consideration.
- Cover letter and current resume.
- Two professional letters of recommendation or references.
- A writing sample that is substantially your own work.
- Law school and undergraduate transcripts.

Incomplete applications may not be considered. Please contact our HR Division at cod_hrd@cod.uscourts.gov or 303-335-2494 with any questions.

THE FEDERAL JUDICIARY IS AN EQUAL OPPORTUNITY EMPLOYER