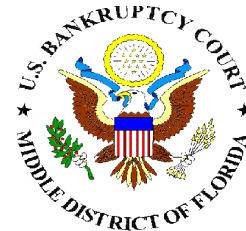


United States Bankruptcy Court Middle District of Florida



POSITION ANNOUNCEMENT Temporary Bankruptcy Law Clerk

Duty Station: Tampa, Florida

Announcement No. 25–11

Opening Date: August 1, 2025

Closing Date: Open until filled*

**First consideration given to applications received by August 24, 2025*

Position Available: October 1, 2025

Term: One year, subject to availability of funds

Salary Range: \$73,939 - \$88,621** (JSP 11/1 to 12/1)

Position Overview

The United States Bankruptcy Court for the Middle District of Florida (Court) is seeking applicants for a Temporary Bankruptcy Law Clerk position. This is a shared position supporting judges in the Court's Tampa, Orlando, and Jacksonville Divisions. Duties include researching a variety of legal issues, attending trials and other court proceedings, drafting opinions, screening motions, and preparing routine orders. The caseload in the jurisdiction is heavy. This temporary position is approved through September 30, 2026, subject to the availability of funds.

Minimum Qualifications

Applicant must be a law school graduate at time of appointment, preferably have a standing within the upper one-third of the law school class, and possess excellent research, writing, and proofreading skills. Proficiency in Windows, Microsoft Office, Westlaw, and LEXIS is required. Applicants must be admitted to practice law in at least one state or be scheduled to take or have taken the Bar Exam. Preference will be given to applicants who have a substantive familiarity with bankruptcy law, a solid base of understanding of commercial law, post law school employment experience, or have experience as an intern or law clerk to a federal judge. Experience on the editorial board of law review or moot court, and/or the publication of noteworthy articles will also be considered. The successful candidate should be responsible, possess excellent organizational, administrative, and interpersonal skills, be a self-starter, always maintain a professional demeanor, be able to work harmoniously with others, and communicate effectively both orally and in writing.

Application and Selection Procedures

Qualified applicants are invited to submit a current resume together with a cover letter, two letters of recommendation, law school transcript, and a writing sample that has not been edited by anyone other than the applicant. Applicants must apply electronically through the Online System for Clerkship Application and Review ([OSCAR](https://oscar.uscourts.gov/)) at <https://oscar.uscourts.gov/>, Hon. Catherine Peek McEwen, U.S. Bankruptcy Judge. Applications are reviewed upon receipt and first consideration will be given to applications received by August 24, 2025. Interviews may be conducted during the application period.

The Court reserves the right to modify the conditions of this job announcement, to withdraw the announcement, or to fill the position sooner than the closing date, any of which may occur without prior written or other notice. The Court will only communicate with those individuals who will be invited for an interview. Applicants selected for interviews must travel at their own expense; relocation expenses will not be provided.

Information for Applicants

- **Starting salary is based on prior legal work experience and is subject to the policies and guidelines set forth in the Judicial Salary Plan; salary for this temporary position cannot exceed \$88,621.
- Applicants must be United States citizens or eligible to work for the federal government. All applicant information is subject to verification. Providing false and/or misleading information may be grounds for non-selection, withdrawal of an offer of employment, or dismissal after being employed.
- The selectee for this position is subject to a criminal background check and satisfactory adjudication to be eligible for employment. Candidates will not be asked about their criminal history prior to receiving a tentative offer of employment. The selected candidate is not required to complete questions 18-20 regarding criminal history when completing the AO-78. Criminal history is not in itself disqualifying.
- All Court employees are “at will” employees, and the selected candidate may be removed from this position at any time if the employee fails to perform at a satisfactory level.
- All Court employees are required to adhere to the [Code of Conduct for Judicial Employees](#).
- This Court provides reasonable accommodations to applicants with disabilities. If you need reasonable accommodation for any part of the application and interviewing process, please notify a local human resources representative by email to jobs@flmb.uscourts.gov. The decision on granting reasonable accommodations will be made on a case-by-case basis.
- Accurate demographic information informs Judiciary diversity and inclusion efforts in several areas including recruitment, talent management, training, and outreach. To enhance our ability to strategically design efforts to achieve equity and identify areas of needed engagement, improvement, and/or change, we ask that applicants selected for an interview complete the Voluntary Self-Identification Form AO-78B.
- The position is subject to the mandatory electronic fund transfer (EFT) participation for payment of net pay (i.e., direct deposit).
- Visit [USCourts.gov/Careers](https://uscourts.gov/Careers) for additional information on careers within the federal courts.

Employee Benefits

Temporary Bankruptcy Law Clerks serving a temporary appointment of up to one year are eligible for the following benefits:

- Eleven (11) paid national holidays
- Health Benefits under the [Federal Employees Health Benefits Program](#)
- Dental and Vision Benefits offered through [Federal Employees Vision and Dental Plan](#)
- Commuter Benefits Program.

Local Court Benefits may include Telework opportunities, on-site Federal Occupational Nurse, and a Public Transit Subsidy.

The United States Bankruptcy Court is an equal opportunity employer and values diversity in the workplace.