

# UNITED STATES COURT OF APPEALS FOR VETERANS CLAIMS

625 Indiana Avenue, NW, Suite 900  
Washington, D.C. 20004

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## POSITION VACANCY ANNOUNCEMENT

**Announcement No.:** 23-02

**Issuing Date:** January 30, 2023

**Closing Date:** February 28, 2023

Or open until filled

**Position:** Judicial Law Clerk to the Honorable Scott J. Laurer  
Flexible Term, Start Date in March 2023  
Court Schedule: CS 11/12/13 (equivalent GS 11/12/13)

**Note:** Preference will be given to veterans; proof of eligibility must be submitted with a application.

**Conditions of Employment:** Background security investigation is required for all new hires. Appointment is subject to successful completion of fingerprinting and background security investigation. Failure to meet these requirements will be grounds for termination.

**Note:** Judge requires a 24-month commitment from the law clerk. This term may be extended by mutual agreement, and it can also convert to a career clerk position. Chambers is using a hybrid work schedule, combining remote and in-office work.

**Who May Apply:** Open to all.

**This appointment is excepted service, made without regard to Title 5 governing appointments in the competitive service.**

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**Qualification Requirements:** To qualify for the position of law clerk, a person must (1) be a law school graduate no later than date of appointment, (2) have taken or sat for the bar exam in any jurisdiction before start date, (3) have graduated within the top third of an accredited law school, (4) have at least one year of veterans law experience, and (5) have proficient legal research and writing skills.

**Position Grade Levels:** Current salary range including Washington-Baltimore Locality Pay, as of issuing date, is:

- CS 11 (\$78,592-\$102,166)
- CS 12 (\$94,199-\$122,459)
- CS 13 (\$112,015-\$145,617)

Bar membership is required for appointment at the CS 12 or 13 level. One year of legal work experience is required for a appointment at the CS 12 level. Two years of legal work experience is required for a appointment at the CS 13 level.

**Instructions for Applying:** Application *must include* the following material:

1. Cover letter
2. Resume
3. Law school and (if applicable) graduate transcripts
4. List of references with contact information
5. Completed OF 306 (Declaration for Federal Employment, available at [www.uscourts.cavc.gov/documents/of306.pdf](http://www.uscourts.cavc.gov/documents/of306.pdf))

Judge Laurer may request a writing sample after review of application packet.

Submit a application to Judge Laurer's Confidential Assistant, Mr. Ed McGugin, at [emcgugin@uscourts.cavc.gov](mailto:emcgugin@uscourts.cavc.gov).

*The United States Court of Appeals for Veterans Claims is an equal opportunity employer. Applicants will receive consideration without regard to race, color, age, sex (including pregnancy and gender identity), sexual orientation, religion, marital status, national origin, disability, or political affiliation.*