

# 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.:** 24-09  
**Issuing Date:** June, 25, 2024  
**Closing Date:** July 15, 2024  
Or open until filled

**Position:** Judicial Law Clerk to the Honorable Scott J. Laurer  
Flexible Term Start Date as soon as August 2024\*  
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 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 Laurer 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 law clerk position. Chambers is using a hybrid work schedule, combining remote and in-office work.

**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, and (4) have proficient legal research and writing skills.

**Experience with veterans law preferred. However, Judge Laurer is committed to growing the veterans law practice and encourages anyone—even new graduates—interested in public service, plain language legal writing, administrative law, or appellate law to apply.**

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

- CS 11 (\$82,764 - \$107,590)
- CS 12 (\$99,200 - \$128,956)
- CS 13 (\$117,962 - \$153,354)

Recent law school graduates will typically be hired at the CS 11 level. At least one year of BAR membership is required for appointment at the CS 12 or 13 level. One year of legal work experience is required for appointment at the CS 12 level. Two years of legal work experience is required for appointment at the CS 13 level. The Court's policy allows for a promotion to the CS 14 level, but it is discretionary and based on successful performance.

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

1. Cover letter
2. Resume
3. Law school and (if applicable) graduate transcripts
4. Self-edited writing sample, 10 pages maximum
5. List of three (3) references with contact information
6. Completed OF 306 (Declaration for Federal Employment, available at <http://www.uscourts.cavc.gov/documents/of306.pdf>)

The preferred method for submitting completed application is through the Online System for Clerkship Application and Review (OSCAR). However, if applicants do not have access to OSCAR, applications may be submitted to Judge Laurer's Confidential Assistant, Mr. Ed McGugin, at [emcgugin@uscourts.cavc.gov](mailto:emcgugin@uscourts.cavc.gov). Email applications in .pdf format and combined in one attachment.

*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.*