

Law Clerk
2026-2027 Term

Closing Date: Open Until Filled

Office: Circuit Court for Talbot County, The Honorable Philip T. Cronan

Salary: \$63,751 Non-Bar Member

\$70,822 Bar Member

2026-2027 Term Hire Dates:

- August 5, 2026
- August 19, 2026
- September 2, 2026

FLSA Status: Exempt

Position Type: Regular/Temporary, Full Time, At-Will

Financial Disclosure: No

Benefits: The Maryland Judiciary offers a generous benefits package including medical, dental, vision, life insurance, flexible spending accounts, paid time off, paid holidays, supplemental retirement plans, and employee assistance programs.

Essential Functions: The Law Clerk provides legal support to the Judge. Prepares memoranda and opinions, researches legal issues, prepares cases for Docket, review case files and motions as they are sent to Chambers, performs a variety of duties related to the court's case management and attends Court daily. Performs other duties as assigned.

Education: Has obtained a Juris doctorate degree from an ABA-accredited law school or will have received a Juris Doctor by May 2026.

Skills/Abilities: Excellent legal writing and research skills. Knowledge of laws, rules, court procedures and the progression of a case from original filing through trial, and post-judgement proceedings. Knowledge of general office work such as filing and recording information. Knowledge of computer hardware and software. Excellent organizational and time management skills. Ability to compose orders and memoranda. Ability to apply policies, procedures, rules, regulations, and laws as required. Ability to perform all essential functions of this position.

To apply, please send cover letter, resume, writing sample (no more than 5 pages long), transcripts (unofficial is acceptable), and references to:

11 N. Washington Street, Easton, MD 21601 Tel. 410-770-6809

Fax. 410-770-6802

Attn: Sonja M. Kerns- Court Administrator

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Please find the Maryland Judiciary's equal employment opportunity policy here: [Policy Prohibiting Discrimination, Harassment, and Retaliation](#).