

Summer Law Clerk

Immediate Hire – June through August 2026

Closing Date: Open Until Filled

Office: District Court for Baltimore City, The Honorable Geoffrey G. Hengerer

Salary: \$63,751

FLSA Status: Exempt

Position Type: Temporary, Full Time, At-Will, 6-8 weeks

Financial Disclosure: No

Benefits: Contract position; no benefits

Essential Functions: The Law Clerk provides legal support to the 28 judges on the District 1 Bench. Excellent opportunity to get experience as a post-graduate judicial law clerk. Prepares memoranda and opinions, researches legal issues, prepares cases for Docket, reviews 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: Currently enrolled in a Juris Doctorate (J.D.) program at an ABA-accredited law school, completed at least 1-2 years.

Preferred: Journal experience preferred.

Skills/Abilities: Excellent legal writing and research skills. Some knowledge of civil and criminal law, court procedures to include the progression of case from original charge through trial and sentencing. 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 resume, writing sample, references, transcript (unofficial is acceptable) and cover to: diane.johnson@mdcourts.gov

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Applicants who need ADA Accommodation during the application and/or interview process should send their request via email to ADA@mdcourts.gov or call 410-260-1732. The Maryland Judiciary is a drug-free workplace. Applicants must be United States citizens or eligible to work in the United States.

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