



UNITED STATES DISTRICT COURT District of New Mexico

Honorable Kenneth J. Gonzales, Chief Judge
Mitchell R. Elfers, Clerk of Court

Office of the Clerk

333 Lomas Blvd. NW, Suite 270, Albuquerque, NM 87102

Telephone: 505-348-2000

NOTICE OF JOB OPPORTUNITY

Vacancy Announcement #: 26-LC/JSP-2

**** UPDATED – Applicants who already submitted for this term need not reapply ****

ANNOUNCEMENT DATE:	April 17, 2026
CLOSING DATE:	June 9, 2026
POSITION:	Term Law Clerk, Full-time – 2 positions <i>Two year terms, September 2027-2029</i>
STARTING LEVEL/SALARY:	JSP 11/1 to 13/1 \$74,678 to \$106,437 Annual (2026 pay table) <i>Depending on Qualifications</i>
LOCATION:	Las Cruces, New Mexico

POSITION OVERVIEW

The **Honorable Sarah M. Davenport**, United States District Judge, is seeking **two (2) Term Law Clerks** for two-year terms in her Las Cruces chambers.

This announcement is for two Full-time **Term Law Clerk** positions (40 hours/week, 80 hours/ pay period) from **September 2027 through August 2029** (exact dates negotiable).

Law Clerks provide legal support to the judge by conducting legal research; drafting legal documents such as orders, memoranda, and draft opinions; case management; court calendar monitoring; and performing other duties as assigned. Successful candidate must comply with the requirements of the Judicial Conference of the United States Courts and the *Guide to Judiciary Policy*.

**For more details on this clerkship and to apply, visit the
OSCAR website (<https://oscar.uscourts.gov/>).**

MINIMUM REQUIRED EXPERIENCE/QUALIFICATIONS

Requires a Juris Doctor degree. To qualify for the position of a Law Clerk on the staff of a federal judge, a person must be a law school graduate (or be certified as having completed all law school studies and requirements and merely awaiting conferment of degree) from a law

school of recognized standing, and have one or more of the following attributes:

- ◆ Excellent standing within a law school on the approved list of either the American Bar Association or the Association of American Law Schools;
- ◆ Experience on the editorial board of a law review, or other scholarly legal journal, of such a school;
- ◆ Graduation from such a school with an LLM degree; or
- ◆ Demonstrated proficiency in legal studies, which in the opinion of the Court, is the equivalent of one of the above.

To qualify for appointment to a JSP 12 or above, an individual must 1) be a member in good standing of the bar of a state, territory, or Federal Court of general jurisdiction, and 2) have legal work experience after graduation from law school. Credit given for prior government service.

See the clerkship posting on [OSCAR](#) for additional qualifications.

CONDITIONS OF EMPLOYMENT

- ◆ Employees must be United States citizens or meet the [citizenship requirements for federal employment](#).
- ◆ Employees of the United States District Court are Excepted Service appointments; Excepted Service appointments are “at will” and can be terminated with or without cause by the court.
- ◆ Employees are required to adhere to a Code of Ethics and Conduct.
- ◆ Selectees are subject to an FBI fingerprint check or investigation and may be subject to periodic updates. An individual may be hired provisionally pending successful completion of the necessary records checks.
- ◆ Travel expenses for an interview will not be reimbursed. There will be a two-step video interview process - with clerks, then the judge. Second round applicants are welcome but not required to come to New Mexico.
- ◆ The court provides reasonable accommodations to applicants with disabilities.
- ◆ This position is subject to EFT (direct deposit of salary earnings).

BENEFITS

A generous benefits package is available to full-time excepted employees, including

- ◆ A minimum of 11 paid holidays
- ◆ Optional participation in Federal Employees Health Benefits plans, including dental and vision insurance; Federal Employees Group Life Insurance; Flexible Benefits Program
- ◆ Retirement benefits*: FERS and Thrift Savings Plan (TSP)
** Only if transferring from a previously covered position without a break in service.*
- ◆ Potential for occasional telework with judge’s approval
- ◆ Credit for prior government service

APPLICATION INFORMATION

Qualified candidates must apply through OSCAR: <https://oscar.uscourts.gov/>

Only qualified applicants will be considered for this position and are encouraged to apply. Only applicants selected for an interview will be contacted. Initial interviews may be conducted remotely via videoconference; travel for any in-person interviews will be at applicant's expense. The U.S. District Court reserves the right to amend or withdraw any announcement without written notice to applicants. If a subsequent vacancy of the same position becomes available within a reasonable time of the original announcement, the court may select a candidate from the original qualified applicant pool.

THE UNITED STATES DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER