



Nineteenth Judicial Circuit of Florida

Serving Indian River, Martin, Okeechobee, and St Lucie Counties

Administrative Office of the Courts

JOB ANNOUNCEMENT

March 8, 2024

POSITION: Senior Trial Court Staff Attorney
Position Number 008966

LOCATION: St. Lucie County Courthouse, Fort Pierce, FL – Remote Eligible
Position may also travel to other locations within the Judicial Circuit and be available for onsite training.

SALARY: \$72,377.88 annually / full-time; benefits package available; FRS Retirement

EFFECTIVE DATE: May 2, 2024

General Description

The essential function of the position within the organization is to conduct and coordinate legal research activities at the trial court level. This position assists trial court judges on a variety of case issues including pre-trial and trial motions, post-conviction relief (3.800, 3.850), prisoner petitions, summary judgments, motions to suppress evidence, discovery, and county court appeals; drafts orders; and reviews briefs. The assigned work involves considerable interpretation and judgment in the analysis of legal issues in the area(s) of criminal, civil, appellate, and/or administrative law. This position works under the supervision of the Supervising Trial Court Staff Attorney.

Education, Experience, Certifications and Special Requirements

Education – Juris Doctor degree from an accredited law school required. Additional relevant experience may be substituted for the recommended educational level on a year-for-year basis.

Experience - Five years of work experience in the practice of law or as a law clerk in an appellate or trial court. Additional relevant education may substitute for the recommended experience on a year-for-year basis.

Certification and Special Requirements – Requires membership in *Good Standing* in the Florida Bar. Valid Florida Driver's License required.

How to Apply

Applicants should email a **complete** application package of the following materials to HR@circuit19.org

1. Cover letter and resume
2. Three writing samples from within the past two years.
3. State of Florida Application - visit www.circuit19.org/about-courts/employment-opportunities to download the application. **Application Deadline: Friday, March 29, 2024**

The State of Florida is an Equal Opportunity Employer/Affirmative Action Employer and does not tolerate discrimination or violence in the workplace. Also, the State of Florida supports a Drug-Free workplace. All employees are subject to reasonable suspicion drug testing in accordance with Section 112.0455, F.S., Drug-Free Workplace Act.

If you are a person with a disability who requires special accommodation to participate in the application/selection process, please call the Human Resources Department at (772) 807-4370 (option 6).