

Law Clerk

2026-2027 Term

Closing Date: Open Until Filled

Office: Circuit Court for Baltimore City, The Honorable Kimberly McBride

Salary: \$63,751 Non-Bar Member
\$70,822 Bar Member

FLSA Status: Exempt

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

Financial Disclosure: No

Essential Functions: The Law Clerk provides legal support to the Judge. 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: Juris Doctorate from an ABA-accredited law school or will have received a Juris Doctorate by May 2026.

Preferred: Journal experience preferred but not required.

Skills/Abilities: Excellent legal writing and research skills. Knowledge of laws, rules, court procedures to include the progression of cases from original charge through trial, sentencing, modification, and violation of probation stages. 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 submit cover letter, resume, writing sample, minimum of three references, and transcript (unofficial is acceptable) to tieona.moore@mdcourts.gov

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