

Job Posting

Employer Name: Utah State Legislature, Office of Legislative Research and General Counsel

Job Category: Local student jobs

Location: W210 House Building, Utah State Capitol Complex

Position: Law Clerk

Class Year Requested: Law students who will be starting their third year in Fall 2012.

Position Length: 1 year position from approximately May 1, 2012 to April 30, 2013. Full-time during the summer; part-time during the school year.

Position Description: General duties and responsibilities for a law clerk are to work directly with legislative attorneys to:

Perform clearly defined legal research assignments that include constitutional and policy research, legislative histories and background, formal and informal legal opinions, and multi-state law surveys and comparisons; respond to legislator requests; organize and communicate the results of research assignments both orally and in written form; prepare drafts of documents for court pleadings and organize court files; and attend meetings, hearings, and other activities relevant to the legislative process.

Qualifications: Strong research and writing skills are required.

Materials Requested: Cover letter, resume, transcripts, and references

Apply to: Eric N. Weeks, Deputy General Counsel
Office of Legislative Research and General Counsel
W210 House Building, Utah State Capitol Complex
PO Box 145210
Salt Lake City, UT 84114-5210

OR

Email materials to: pflowers@le.utah.gov

Other Information: Salary \$15/hour

Application deadline: March 16, 2012

The Office of Legislative Research and General Counsel participates in E-Verify.