

Louisiana Third Circuit Court of Appeal

Position: Staff Attorney

The Louisiana Third Circuit Court of Appeal is accepting applications for the position of central staff attorney (criminal and/or civil). Information about the Court is available at www.la3circuit.org. Applicants should submit resume and any supporting documentation to one of the following:

Email to: vrobles@la3circuit.org

Mail to: Human Resources
Third Circuit Court of Appeal
PO Box 16577
Lake Charles, LA 70616

Hand Deliver to: Human Resources
1000 Main St.
Lake Charles, LA 70615

POSITION OVERVIEW:

The Third Circuit Court of Appeal seeks a staff attorney for the central staff to work criminal and/or civil matters. The attorney may be responsible for reading appellate briefs, supervisory writs applications, motions, etc.; performing research on procedural and substantive issues; drafting memoranda on criminal appeals and supervisory writ applications and/or civil supervisory writ applications; drafting proposed opinions on motions in criminal and/or civil cases; performing jurisdictional examinations on criminal and/or civil appeals; and maintaining continuing legal education (CLE) requirements. The attorney must have the ability to perform computerized legal research and be proficient with WORD.

REQUIRED EDUCATION:

A Juris Doctor degree from an accredited law school.

ADDITIONAL PREFERRED QUALIFICATIONS:

Prior experience as a practicing attorney or court law clerk.