



NOW ACCEPTING LAW CLERK 1

APPLICATIONS

2026-2027 TERM

Second Judicial District

The Positions and Organization

The Alaska Court System (ACS) is accepting applications for Law Clerks that will serve Superior Court Judges in Nome, Kotzebue, and Utqiagvik, Alaska. The incumbents will perform research relating to motions before the court, summarize case files, and prepare memoranda and recommendations. The positions may organize files, review case files for procedural sufficiency, and review orders and judgments prepared for signature.

The Ideal Candidates

Applicants should have the ability to:

- Draft legal documents, reports, and correspondence independently or from general oral and written instructions;
- Effectively establish priorities and function with a high degree of independence;
- Use legal resources such as the Alaska Rules of Court and Alaska Statutes;
- Work cooperatively with others.

Minimum Qualifications

Graduation from an accredited law school with an LLB or JD.

Compensation and Benefits

The current salary for these positions starts at Kotzebue \$4,003.50 biweekly, Nome \$3,427.50 biweekly, and Utqiagvik \$3,753.00 biweekly.

The following are typical benefits available to law clerks:

- Medical and dental coverage for employee and eligible dependents
- Vision plan (optional)
- 12 paid holidays per year
- Personal leave accrual based on years of creditable state service
- Alaska Supplemental Annuity Plan (SBS) in lieu of contributions to Social Security
- Alaska Deferred Compensation Plan (optional)

To Be Considered

Submit a letter of interest, comprehensive resume, law school transcripts, a brief writing sample not substantially edited by someone else, and two letters of recommendation combined into one attachment if possible.

By email:

lawclerkship2nddistrict@akcourts.gov

Nome

Located on the Norton Sound of the Bering Sea, Nome is known for its gold rush history, rich Inupiat culture, great fishing, and plentiful wildlife.

Kotzebue

Located on the Baldwin Peninsula near the mouths of the Kobuk, Noatak, and Selawik rivers, Kotzebue is known as “The Gateway to the Arctic.”

Utqiagvik

Located north of the Arctic Circle, Utqiagvik is the northernmost city in the United States. During the summer, Utqiagvik receives 24-hour

daylight from May 10th - August 2nd and 24-hour
darkness from November 18th - January 23rd.