



Judicial Law Clerks

Also called: Judicial Assistant, Judicial Clerk, Judicial Law Clerk, Law Clerk

What they do:

Assist judges in court or by conducting research or preparing legal documents.

On the job, you would:

- Prepare briefs, legal memoranda, or statements of issues involved in cases, including appropriate suggestions or recommendations.
- Research laws, court decisions, documents, opinions, briefs, or other information related to cases before the court.
- Draft or proofread judicial opinions, decisions, or citations.

KNOWLEDGE

Safety and Government

- law and government

Arts and Humanities

- English language

Business

- administrative services

SKILLS

Basic Skills

- reading work related information
- listening to others, not interrupting, and asking good questions

Problem Solving

- noticing a problem and figuring out the best way to solve it

ABILITIES

Verbal

- read and understand what is written
- communicate by writing

Ideas and Logic

- make general rules or come up with answers from lots of detailed information
- notice when problems happen

PERSONALITY

People interested in this work like activities that include **data, detail**, and regular routines.

They do well at jobs that need:

- **Integrity**
- **Attention to Detail**
- **Analytical Thinking**
- **Dependability**
- **Independence**
- **Achievement/Effort**

TECHNOLOGY

You might use software like this on the job:

Data base user interface and query software

- Microsoft Access 🔥
- Orion Law Management Systems Orion

Presentation software

- Microsoft PowerPoint 🔥📈

Project management software

- Canyon Solutions Jcats
- Thomson Reuters Elite ProLaw

EDUCATION



doctoral degree or
post-doctoral training

usually needed

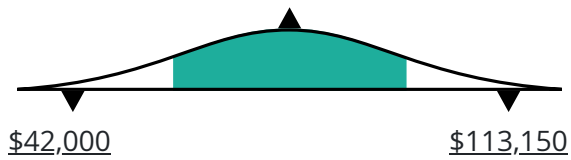
JOB OUTLOOK



New job opportunities are **likely** in the future.

Average

SALARY: **\$60,400**



EXPLORE MORE

- [Administrative Law Judges, Adjudicators, & Hearing Officers](#)
- [Judges, Magistrate Judges, & Magistrates](#)
- [Lawyers](#)
- [Legal Secretaries & Administrative Assistants](#)
- [Paralegals & Legal Assistants](#)

You might like a career in one of these industries:

- [Government](#)