

STATE OF MAINE
JUDICIAL BRANCH



EMPLOYMENT OPPORTUNITIES

LAW CLERK - BUSINESS AND CONSUMER COURT

The State of Maine Judicial Branch is accepting applications for a Maine Business and Consumer Court Clerkship for the 2025-2026 term, which runs from August 18, 2025, through August 14, 2026. The available position is in Portland but requires some statewide travel.

Maine's Business and Consumer Court is a specialized docket designed exclusively for business and/or consumer cases transferred from the District and Superior Court dockets. It was created for the purpose of providing predictable judicial action in selected cases (1) in which the principal claims involve matters of significance to the transactions, operations, or governance of business entities and/or the rights of consumers, and (2) that require specialized and differentiated judicial management. Jury and non-jury trials are available in the Business and Consumer Court.

The Law Clerk works for the Business and Consumer Court, which is managed by one Justice and one Judge designated by the Chief Justice of the Supreme Judicial Court. The Law Clerk's principal duties involve assisting the jurists in the various areas of the court's jurisdiction, researching and drafting memoranda or decisions, and monitoring trials and other proceedings and matters in the Business and Consumer Court.

Qualified candidates have a degree in law or expect to obtain a degree in law before July 2025. Selection criteria include academic performance and class standing; law review, moot court, journal experience, or other significant research or writing experience; faculty and employment recommendations; and strong work ethic. Law Clerks are not required to have taken the Maine bar examination.

Salary: \$67,891.20 plus fringe benefits.

How to Apply: The application consists of the following documents:

- **Cover letter**
- **Résumé**
- **School-issued law school transcript** (official or unofficial, but not self-prepared)
- **Writing sample:** The writing sample should be no longer than ten pages double-spaced. Although it may be edited or critiqued by others, the sample should primarily reflect the applicant's own work.
- **Two letters of recommendation:** The letters of recommendation may be sent separately. The letters of recommendation may be addressed to the Court as a whole and may be emailed separately from the other application materials.

The Court will accept the materials in .pdf format by email to Colleen Heal at the following email address: BCD.clerkship@courts.maine.gov. Applications will be accepted until the position is filled.

Successful candidates will be required to submit to criminal, motor vehicle, and other records checks.

Applicants are also encouraged to complete the **Applicant Information Survey** that may be found at <https://www.courts.maine.gov/about/clerkships.html> and return it via email to: HR.Help@courts.maine.gov.

Inquiries may be directed to Colleen Heal at BCD.clerkship@courts.maine.gov.

The State of Maine Judicial Branch is an equal opportunity employer.