

NEW JERSEY JUDICIARY LAW CLERK APPLICATION AND HIRING PROCESS

FACT SHEET

Rules for Application, Offer and Acceptance

- Applicants must be recent law school graduates (defined as graduating law school within the past four years).
- Trial court law clerks may serve an additional term at an appellate level.
- Applicants must present grades for four semesters of law school.
- Each court year, the law clerk notice of vacancy will announce the first date when applications may be submitted, which is generally in June.
- One week following the date for acceptance of applications, interviews may begin.
- Candidates will be provided at least 24 hours to accept or decline an offer.

New Jersey Judiciary Clerkship Application Process

As of June 19, 2017, applicants may apply directly to justices or judges through the Judiciary's web-based portal (<https://www.njcourts.gov/public/lawclerks.html>). Applications will not be accepted before that date. Applicants will be contacted directly by the justices or judges for interviews on or after June 26, 2017. The portal includes:

- Descriptions of the work performed by judges and justices in different positions (Supreme, Appellate, Assignment, Family, Civil, Criminal, Equity, Tax).
- Profiles of judges, including biographical information.
- Judges' preferences for applicants (recent law school graduate, some experience in legal profession, law review experience, etc.).
- A typical hiring timeline for each judge (whether the judge usually hires well in advance of the term start date, reviews applicants until the middle of the third year, or the like).
- The number and availability of clerkship positions for an upcoming term.
- Whether a judge also uses interns and/or externs.
- A list of law schools attended by prior law clerks.
- Whether former law clerks subsequently secured federal clerkships, were appointed to positions in public service, or joined national or leading state and regional law firms.
- Whether a paper copy of the application should also be submitted directly to the justice or judge.

Enhanced Recruiting and Outreach Efforts

- The New Jersey Judiciary is committed to increasing our visibility through participation in career fairs or other campus activities, including outreach activities with individual organizations in law schools, such as minority student organizations, and coordinating Judiciary internship opportunities.
- For any outreach and recruiting needs regarding clerkships or internships, law schools may contact: Lauren Morales by calling (609) 815-2900 ext. 54811 or emailing LawClerkFAQ@njcourts.gov.