LAW CLERK HIRING INFORMATION

Judith C. McCarthy, United States Magistrate Judge

Contact Information:

United States District Court Southern District of New York 300 Quarropas Street, Room 434 White Plains, New York 10601 (914) 390-4124

<u>Positions</u>: Judge McCarthy has filled her law clerk positions for the 2016-2017 term. Judge McCarthy will begin accepting applications for the 2017-2018 term in April 2016. Applications will be reviewed on a rolling basis. Please see the schedule below for additional information.

<u>Applications</u>: Applicants should submit a cover letter, résumé, certified law school transcript (with at least two full years of grades), one or more writing sample(s), and two letters of reference through OSCAR. At least one writing sample must be in the form of a legal brief or memorandum of law and identify the extent, if any, that someone else edited or contributed to the work. Any applicant unable to utilize OSCAR should contact chambers to arrange for alternative submission formats.

<u>Application Process & Timing</u>: Third-year and rising third-year law students may submit applications at any time after two full years of grades may be certified in a transcript. Law school graduates may submit applications at any time. Applicants with strong analytical and writing skills and post graduate litigation or clerkship experience are preferred.

The Court will conduct interviews on a rolling basis, but no sooner than June 2016, until the 2017-2018 positions are filled.

The Court will not discuss the status of applications or the application process. Applicants should refrain from contacting chambers except as discussed above.

This information is available at the Court's website

(https://nysd.uscourts.gov/hon-judith-c-mccarthy). Applicants should visit OSCAR for updated information regarding

vacancies and other hiring information.