



HAWAII STATE JUDICIARY NOTICE OF EXEMPT (NON-CIVIL SERVICE) EMPLOYMENT OPPORTUNITY

APPELLATE LAW CLERK (for Associate Judge Clyde J. Wadsworth)

Anticipated Start Date: September 2, 2025

Location: Intermediate Court of Appeals of the State of Hawaii, Honolulu, Hawaii.

Starting Salary: \$6,153 per month (\$73,836 per year)

Summary of Duties: Reviews and analyzes the contents of appellate briefs and records on appeal; performs legal research; prepares memoranda of law and proposed dispositions; conducts thorough final review of opinions, memorandum opinions, and summary disposition orders to check for accuracy of citations, content, and form; and performs other duties as required.

Requirement: Graduation from a school of law accredited by the American Bar Association with a Juris Doctor degree.

Citizenship/Residency Requirements: Applicants must be citizens, lawful permanent residents (resident aliens) or nationals of the United States, or non-citizens with unrestricted employment authorization from the U.S. Citizenship and Immigration Services, U.S. Department of Homeland Security.

All applicants shall become residents of the State within thirty (30) days after beginning their employment and as a condition of eligibility for continued employment.

Benefits: Eligible employees observe up to 13 paid holidays per calendar year, may earn up to 21 paid vacation days and 21 paid sick leave days per calendar year. Enrollment in medical, prescription drug, dental or vision care plans is available to eligible employees as well as membership in the State of Hawaii Employees Retirement System.

How to Apply: Submit a cover letter, resume, writing sample, at least two letters of recommendation, and law school transcript (copy acceptable; original not required), to the attention of the Honorable Clyde J. Wadsworth by email to: tammy.n.kainadecenzo@courts.hawaii.gov

Or by mail:

Hawaii State Judiciary
Intermediate Court of Appeals
426 Queen Street, Room 201
Honolulu, HI 96813-2914
Attention: Honorable Clyde J. Wadsworth

Recruitment will be conducted until the position is filled.