



**RICHARD SEEBORG**

Chief Judge

**San Francisco Division**

450 Golden Gate Avenue  
San Francisco, CA 94102

**Oakland Division**

1301 Clay Street  
Oakland, CA 94612

**San Jose Division**

280 South 1st Street, Room 2112  
San Jose, CA 95113

**Eureka-McKinleyville  
Division**

3140 Boeing Avenue  
McKinleyville, CA 95519

*The United States District  
Court for the Northern  
District of California is an  
Equal Opportunity Employer*

# CAREER OPPORTUNITY

## UNITED STATES DISTRICT COURT NORTHERN DISTRICT OF CALIFORNIA

Position: Term Judicial Law Clerk to Magistrate Judge Lisa J. Cisneros

Classification Level: JSP-11/01 - JSP-13/10

Salary Range: \$93,358 - \$172,980, Depending on Experience and Qualifications

Location: San Francisco, CA

Opening Date for Applications: 08/07/2026

Closing Date for Applications: Open Until Filled

### POSITION OVERVIEW

Judge Cisneros is seeking a temporary law clerk for six weeks starting October 13 while her career law clerk will be on parental leave. Applications will be considered on a rolling basis, so applicants are encouraged to apply as soon as practicable.

Magistrate Judges in the Northern District of California handle both civil cases where they preside for all purposes by consent of the parties, and motions (primarily discovery matters) referred from other judges. Judge Cisneros's law clerks primarily work on civil motion practice in both consent and referral cases.

This temporary role will be primarily in-person at the San Francisco courthouse, but hybrid arrangements for partial remote work may be possible.

Because of the short duration for this temporary position, a candidate should understand the work of a law clerk and be prepared to contribute immediately with minimal time for training.

### QUALIFICATIONS

Prior district court clerkship experience is strongly preferred, either for a magistrate judge or for a district judge. For otherwise highly qualified candidates, other clerkship or judicial staff attorney experience (or substantial work as a judicial extern) may be considered as a substitute. Candidates who believe they would be able to excel in this role despite lacking prior judicial work experience must address that issue specifically in a cover letter.

The writing sample must not exceed ten pages and must reflect the applicant's own work. If the writing sample has been edited by others, please include a short note explaining the extent of such edits.

Note: Current or recent Northern District of California law clerks may submit only a resume and a judicial reference in lieu of full application materials. Judge Cisneros may request further materials after that initial submission. Please contact Judge Cisneros's chambers if this exception applies to you.

## COMPENSATION

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Compensation will be set based on experience and qualifications pursuant to the policies and guidelines set forth in the Judicial Salary Plan.

## INFORMATION FOR APPLICANTS

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The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement without prior written or other notice.

The successful candidate for this position is subject to a FBI fingerprint check and background investigation (employment will be provisional and contingent upon the satisfactory completion of the required background investigation), will be required to adhere to a code of conduct (which is available upon request), and is subject to mandatory direct deposit of federal wages. The court is not authorized to reimburse travel expenses for interviews or relocations.

**Interviewing Non-Citizens and Making Offers of Future Employment:** Non-citizens may be interviewed and considered for employment, but employment offers will only be made to individuals who qualify under one of the exceptions in 8 U.S.C. § 1324b(a)(3)(B). In most cases, this means that an offer of employment cannot be made unless the candidate is a lawful permanent resident who is seeking U.S. citizenship as explained below.

Under 8 U.S.C. §1324b (a)(3)(B), a lawful permanent resident seeking citizenship may not apply for citizenship until he or she has been a permanent resident for at least five years (three years if seeking naturalization as a spouse of a citizen), at which point he or she must apply for citizenship within six months of becoming eligible, and must complete the process within two years of applying (unless there is a delay caused by the processors of the application).

### **Equal Opportunity Employer**

The United States District Court for the Northern District of California is an Equal Opportunity Employer. We encourage applications from all qualified individuals and seek a diverse pool of applicants in terms of race, ethnicity, national origin, sex, gender identity and expression, sexual orientation, age, languages spoken, veteran's status, disability, religion, and socio-economic circumstance.

Where appropriate and necessary, the court provides reasonable accommodation to applicants with disabilities. If you need reasonable accommodation for any part of the application or hiring process, please notify the Human Resources Unit of the Clerk's Office at 415-522-2147. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

## APPLICATION PROCEDURE

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Please submit a cover letter, resume, writing sample, list of references, law school transcript, and recommendation letter via Judge Cisneros's clerkship posting on OSCAR, the online system for federal clerkship applications. The OSCAR website is <https://oscar.uscourts.gov>.