



POHNPEI SUPREME COURT

THE STATE OF POHNPEI

P.O. BOX 1449

Pohnpei FM 96941

Tel: (691) 320-2355/5123-5125/5667 Fax: (691) 320-5126

Chief Justice
Nelson A. Joseph

Associate Justices
Nickontro W. Johnny
Mayceleen JD Anson
Erwine H. Nanpei
Robert P. Nakasone

VACANCY ANNOUNCEMENT

OPENING DATE: August 1, 2023

CLOSING DATE: October 15, 2023

POSITION: Judicial Staff Attorney

SALARY: \$46,095 - \$48,564 per annum
Employer-provided housing or housing allowance
Relocation and repatriation expenses

DURATION: Two-year contract (February 1st, 2024 – January 31st, 2026)

LOCATION: Pohnpei Supreme Court
Kolonia, Pohnpei FM 96941

Duties (Illustrative):

Staff Attorneys at all salary levels will be expected to perform a broad range of tasks including, but not limited to:

- Reviewing case pleadings and briefs, researching applicable law, and providing analyses for the court;
- Attending hearings and trials and assisting the court in determining applicable law;
- Preparing draft orders and judgments;
- Reviewing cases on appeal and preparing draft opinions for the appellate panel;
- Working with the Court Director to ensure compliance with the Pohnpei Supreme Court Manual of Administration, Public Service System Regulations (when applicable), and Financial Management Regulations;
- Assisting the Chief Justice with core administrative functions, such as drafting correspondence, preparing general court orders, and composing internal memoranda;
- Providing legal assistance to the Chief Clerk, Chief Marshal, and Court Director;
- Providing legal assistance to the Court of Land Tenure as needed;
- Coordinating with the Attorney General or other legal counsel regarding civil actions brought against the Pohnpei Judiciary;
- Liaising with local, state, and national governments, non-governmental organizations, and private attorneys regarding access to justice issues;

- Working with Justices and key staff to improve court services;
- Supervising work and activities of interns; and
- Other duties as assigned.

Education and Bar Requirements:

Attorney II - \$46,095 per annum + benefits

- Juris Doctor from an ABA-accredited law school and a license to practice law from a U.S. State or Territory.
- Graduates from law schools outside of the United States may be eligible for Attorney II status if they are licensed to practice law by an association which requires professional standards substantially equivalent to, or higher than, the standards required by bar associations within the United States.

Attorney III - \$48,564 per annum + benefits

- Juris Doctor from an ABA-accredited law school, admission to the FSM Bar, a license to practice law from a U.S. State or Territory, and at least two years' experience practicing law or serving as a law clerk in a U.S. State, Territory, or Freely Associated State.
- Graduates from law schools outside of the United States may be eligible for Attorney III status if they are licensed to practice law by an association which requires professional standards substantially equivalent to, or higher than, the standards required by bar associations within the United States.

Other Requirements:

- Ability to work independently and to prioritize among competing work assignments;
- Excellent legal research and writing skills; and
- Ability to draft and proofread English-language documents.

How to Apply:

E-mail the following to Staff Attorney Heather Lee at psclawclerk@gmail.com:

- Current résumé;
- Cover letter addressed to Chief Justice Nelson A. Joseph;
- Writing sample (no more than ten pages); and
- Law school transcript (if the applicant graduated within the past five years).

It is the policy of the Pohnpei Supreme Court that employment consideration be based on qualifications and experience, regardless of sex, race, religion, ancestry, family, or sexual orientation. In making appointments, first consideration will be given to those applicants who are FSM citizens and legal residents of the state of Pohnpei. Only after it has been determined that there are no qualified FSM citizens then consideration of applicants from other nations may be given.