

Vacancy Announcement
Associate Historian
Federal Judicial History Office
Federal Judicial Center
Washington, DC 20002-8003

The purpose of the Federal Judicial Center is to further the development and adoption of improved judicial administration in the courts of the United States, primarily through rigorous and objective research and education. Congress established the Center in 1967 as a separate organization within the federal judicial system at the request of the Judicial Conference of the United States. A nine-member board, chaired by the Chief Justice of the United States, determines its basic policies.

Duties and Responsibilities:

The Associate Historian works under the supervision of the Director of the Federal Judicial History Office and in collaboration with the office's other Associate Historian to contribute to the Center's efforts to fulfill one of its statutory missions to "conduct, coordinate, and encourage programs relating to the history of the judicial branch of the United States government." The Associate Historian is expected to contribute to the development and implementation of projects that are designed to preserve the history of the judicial branch, foster research on the history of the federal courts and federal judiciary, and promote greater interest in the history of the federal courts and federal judiciary among the general public.

Specifically, the Associate Historian (1) conducts research on the history of the federal judiciary and federal courts, (2) develops historical content for print publications and for the Center's website, and (3) contributes to the planning and development of content for conferences, programs, and other events related to the history of the federal judiciary.

Mandatory qualifications:

- Ph.D. in History or "all but dissertation" (ABD) within six months of completion of a Ph.D. in History.

Preferred qualifications:

- Juris Doctor;
- Knowledge of and research experience in legal, constitutional, or political history;
- Familiarity with the federal courts;
- Knowledge of using digital technologies to convey historical information;
- Experience with public history or experience producing historical materials for non-academic audiences;
- Record of scholarship and publications;

- Excellent writing skills;
- Ability to work in collaboration with others.

Salary and Benefits:

The starting salary is set at \$86,423. For the successful candidate who is not currently a member of the Center staff, a higher starting salary, but not to exceed \$90,744 may be considered based upon the successful candidate's current salary. The FJC uses a pay band compensation system. This position falls in the Center's pay band V which has a salary range up to \$147,061. For the successful internal candidate whose current salary is below the pay band base of \$86,423, that person's salary will be brought up to the base. If the successful internal candidate's current salary is above the base, his/her salary will be matched up to the top of pay band V.

Federal government benefits are applicable. An array of supplemental benefits are also offered including a transportation subsidy and a flexible benefit program allowing for pre-tax deductions for health insurance, health care, dependent care, and commuter expenses. The Center will consider a variety of flexible work arrangements for its employees including flextime and compressed schedules. The FJC is located in the Thurgood Marshall Building, conveniently situated to public transportation directly beside Union Station. The Marshall Building houses a child development center and a health fitness facility for its tenants.

Application Procedures:

In a cover letter referring to Announcement #16-01, please indicate specifically how you satisfy all of the mandatory and any of the desirable qualifications listed above. Applications without the required cover letter or with cover letters that do not address the mandatory and desirable qualifications will not be considered. Along with the cover letter, please include a current resume and a writing sample of three to five pages. The writing sample may be an excerpt of a longer piece and it should demonstrate the applicant's ability to write about history in a way that is accessible to a broad audience. All applications should be directed to:

Federal Judicial Center
ATTN: Human Resources Office, Room 6-190
Announcement #16-01
One Columbus Circle, NE
Washington, DC 20002-8003

When applying, please refer to Announcement #16-01. Applications will be accepted until close of business February 12, 2016. A civil service rating is not required. The position does not carry the tenure rights of positions in the competitive civil service.

THE FEDERAL JUDICIAL CENTER IS AN EQUAL OPPORTUNITY EMPLOYER