

**Vacancy Announcement**  
**Attorney**  
**(Term one year and one day position)**  
International Office  
Federal Judicial Center  
Washington, DC 20002-8003

The [Federal Judicial Center](#) (Center) is the federal courts' agency for research and continuing 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.

The Center is seeking an experienced attorney to serve a dual role. The attorney's primary task will be to develop content for the Center's Artificial Intelligence Toolkit for US Judges (AIT), a web-based educational resource. This position entails legal research and writing as well as collaborating with subject matter experts on the production of short, educational videos and practical guides. The attorney's secondary role will be to develop content for the Center's web-based resource on comparative judicial practice, [Judiciaries Worldwide](#). Similar skills are required for this role: strong facility with research and writing.

The attorney position will work under the supervision of the Director of the Center's International Office who is also leading the AI Toolkit project. The International Office is responsible for the Center's collaboration with the judiciaries of other nations. This work includes hosting foreign delegations at the Center's Washington, D.C. office, contributing to international programs and conferences, supervising the Visiting Fellows program, and developing content for [Judiciaries Worldwide](#). This position may require occasional travel.

**DUTIES AND RESPONSIBILITIES:**

- Legal research on artificial intelligence-related issues being litigated in the US courts (e.g., intellectual property disputes, data privacy, liability of AI companies for harms allegedly caused by their products, discovery disputes, the authentication of AI-generated evidence) as well as how the U.S. courts and legal profession are using AI tools
- Writing concise overviews of these issues
- Developing related practical guides for judges (checklists, flow charts)
- Identifying and working with subject matter experts and judges to plan and prepare short videos
- Working with the Center's web-design team to advise on formatting content and resources for AIT
- Working with the Center's video production team to advise on faculty selection, video content, scripts, and graphics
- Drafting correspondence, memoranda, and reports related to AIT
- Research and writing for new [Judiciaries Worldwide](#) pieces as well as updating existing content

**MANDATORY QUALIFICATIONS:**

- A juris doctor (J.D.) from an accredited law school (transcript required)
- At least five years of experience in the practice of law
- Excellent legal research skills
- Demonstrated ability to write clearly and concisely
- Familiarity with artificial intelligence, including some facility with the use of generative AI
- Ability to multitask (work on a variety of assignments concurrently)
- Commitment to ensuring deadlines are met and delivering quality work product consistent with FJC guidelines
- Attention to detail and accuracy
- Ability to work collaboratively and independently

**SALARY AND BENEFITS:**

This is a term, one year and one day position. The starting salary is set at \$152,291 (includes 2026 D.C. locality). This position falls in the Center’s pay band 6, which has a salary range up to \$229,908. For a successful candidate not currently a member of the Center’s staff, a higher starting salary not to exceed \$159,906 (includes 2026 D.C. locality) may be considered if the candidate furnished proof that their current salary falls above the pay band 6 minimum salary of \$152,291 (includes 2026 D.C. locality), in which case the Center would match that salary up to the starting salary limit of \$159,906. This is the maximum starting salary, and it is non-negotiable. If the successful internal candidate’s salary falls above the range minimum, that salary will be matched up to their current salary.

Federal government benefits are applicable. An array of supplemental benefits is 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 is in the Thurgood Marshall Federal Judiciary Building (TMFJB), conveniently situated to public transportation directly beside Union Station. The TMFJB houses a child development center, a health fitness facility, and a cafeteria for its tenants.

The position is in Washington, D.C. and the selected candidate must be prepared to work in the TMFJB on a regular basis. This position provides limited telework options. The Center does not pay for relocation expenses; however, Center employees receive reimbursement for official business travel.

This position does not carry the tenure rights of positions in the competitive civil service.

**APPLICATION PROCEDURES:**

In a cover letter referring to Announcement #26-09T please indicate specifically how you satisfy the qualifications listed above. Applications without the required cover letter or with cover letters that do not address the qualifications will not be considered. Along with the cover letter, please include a current resume that specifies dates of employment and responsibilities for all related

positions. Applicants should not include detailed application information in the transmittal email and should attach **only a single PDF document containing the combined cover letter and resume**. Name the file using your last name, first name, and announcement number as follows: Lastname.Firstname.26-09T.pdf.

All applications should be submitted by email to: [personnel@fjc.gov](mailto:personnel@fjc.gov).

When applying, please refer to Announcement #26-09T. This vacancy will remain open until filled but **to assure full consideration, your application must be received by 11:59 p.m. on July 17, 2026.**

**KEY REQUIREMENTS:**

- Selectee must be a United States Citizen, subject to the exceptions enumerated at <https://www.uscourts.gov/careers/search-judiciary-jobs/citizenship-requirements-employment-judiciary>.
- Selectee must favorably complete a background investigation.
- Relatives of Center staff members may not be employed at the Center in any capacity.
- All requirements must be met for full consideration.

*The Federal Judicial Center is an Equal Opportunity Employer and is committed to achieving a professional and collegial workplace in which everyone is valued and treated fairly and respectfully.*