



**FIFTH DISTRICT COURT OF APPEALS
JOB VACANCY NOTICE**

Staff Attorney – Full Time, Hybrid

State Job Title: Staff Attorney Chambers: Hon. Emily Miskel Closing Date: When Filled Posting Number: 225-23-3-EAM	Salary Range: up to \$112,790 Location: Dallas, TX (hybrid, in-person and telework) Position Available: Immediately
---	--

Justice Emily Miskel of the Court of Appeals, Fifth District of Texas, is accepting applications for a full-time, hybrid staff attorney position in her chambers. The Fifth District Court of Appeals has intermediate appellate jurisdiction of both civil and criminal cases appealed from the district and county courts in the counties that make up the Court's District (Dallas, Collin, Kaufman, Rockwall, Grayson, and Hunt).

POSITION SUMMARY

In this role, you will be a member of Justice Miskel's chambers and perform advanced appellate legal work directly for her. You will provide the justice with critical support by conducting legal research, providing legal analysis, preparing draft legal opinions, judgments, orders, and memoranda, and reviewing appellate briefs and records. At the justice's discretion, a staff attorney may attend oral arguments and judicial panel conferences relating to the disposition of a case, review original proceedings and motions, track current developments in the law, and assist with administrative duties. Successful candidates for this position should possess good judgment and strong analytical skills, the ability to work independently and collaborate with colleagues, and the capability to handle confidential and sensitive matters in adherence with the Texas Code of Judicial Conduct and other rules of confidentiality and ethics.

Required Qualifications:

- Graduate of an accredited law school with a Juris Doctorate (JD)
- Licensed to practice law in Texas
- A member in good standing with the State Bar of Texas
- Knowledge of legal principles, practices, and proceedings
- Knowledge of state laws, rules, and regulations
- Excellent legal research, writing, and analysis skills
- The ability to interpret and apply statutory and case laws
- Knowledge of the Texas Rules of Appellate Procedure, the Texas Rules of Civil Procedure, the Texas Rules of Criminal Procedure, *The Bluebook*, *A Uniform System of Citation*, *Texas Rules of Form: The Greenbook*, and *Texas Law Review: Manual on Usage & Style*

Preferred Qualifications:

- At least four years of experience as a practicing attorney
- Graduated in the top 33% of law school class
- Strong background in legal research, writing, and appellate procedure
- Prior experience as an appellate staff attorney
- Law review or law journal experience, judicial clerkships, or similar experience

Benefits:

- State-paid health with prescription drug coverage and life insurance plans for you
- Optional health, dental, and vision insurance for family members
- Optional life insurance for you and your dependents
- Tax-advantaged flexible spending/savings accounts for health and dependent care
- Optional short- and long-term disability insurance for you
- Voluntary AD&D insurance
- State retirement plan (ERS)
- Texasaver 401k/457 plans
- Longevity pay
- Flexible work schedule
- Hybrid, telework may be available
- Paid Federal and State holidays
- Paid covered parking
- Employment Assistance Program
- Discount Purchase Program

HOW TO APPLY

Your application package must contain:

- (1) [State of Texas Job Application](#);
- (2) Resume or curriculum vitae;
- (3) Law school transcript;
- (4) Writing sample; and
- (5) References.

Submit your application via mail or email to:

Myrna Gasc
Business Administrator
George L. Allen Sr. Courts Bldg.
600 Commerce Street, Ste 200,
Dallas, TX 75202
BusinessAdministrator@txcourts.gov.

Incomplete packages will not be considered. Military Occupational Specialty Codes 27A & 250X. Please call for reasonable workplace accommodations. 214-712-3417. **EOE/AA**