

UNITED STATES COURT OF APPEALS FOR THE EIGHTH CIRCUIT

OFFICE OF STAFF ATTORNEYS

Position:	Supervisory Staff Attorney This is a full-time, permanent position located in Saint Louis, Missouri
Salary:	Minimum salary is \$121,336 (U.S. Court Personnel System, Classification Level 31) The successful candidate may be placed at a higher salary level, depending on qualifications and experience
Opening date:	May 22, 2026
Closing date:	While applications will be entertained until the position is filled, only those applications received by June 30, 2026, are assured consideration.
Additional information:	This position is located in St. Louis, Missouri. Candidates are being sought on a nationwide basis. The United States Court of Appeals for the Eighth Circuit is an equal opportunity employer.

ABOUT THE OFFICE OF STAFF ATTORNEYS: The Eighth Circuit Office of Staff Attorneys is based in downtown St. Louis, Missouri, the seat of the United States Court of Appeals for the Eighth Circuit. Staff attorneys support the Court as a whole rather than individual judges, assisting the Court in its review of decisions appealed from district courts in the seven states that make up the Eighth Circuit, and from federal government agencies. The staff attorneys' principal task is preparation of written legal memoranda. Staff attorneys primarily assist the judges in matters that will be decided by the Court on written submissions only, without oral argument, including all pro se appeals and certain counseled cases. The types of matters on which staff attorneys assist include: direct criminal appeals of convictions and sentences imposed under the Federal Sentencing Guidelines; collateral attacks on criminal convictions, by state and federal prisoners; civil rights actions under 42 U.S.C. § 1983; and cases involving a variety of other areas of law, such as employment discrimination, tax, bankruptcy, immigration, and Social Security benefits. At present, the office is comprised of twenty-seven employees, including line staff attorneys, some of whom are in career positions and some of whom are in two-year term positions; supervisors; administrative support staff; and the Senior Staff Attorney.

Staff attorneys play an important role in supporting the United States Judiciary's mission of ensuring equal justice under the law. The Eighth Circuit Office of Staff Attorneys does so by maintaining high standards for the research and written work performed for the Court. While the nature of the work is important and the workload is substantial, the office provides a collegial, collaborative environment, with opportunities for flexible work schedules and teleworking.

POSITION OVERVIEW, DUTIES AND RESPONSIBILITIES: Each Supervisory Staff Attorney oversees a team of four line attorneys. The primary focus of the Supervisory Staff Attorney position is to oversee the substantive and technical accuracy of memoranda and proposed orders and opinions prepared by staff attorneys for submission to three-judge panels. Duties include setting priorities and schedules for staff attorney work; monitoring work performance; providing advice and assistance on work in progress; editing, reviewing, revising, and approving written work products; and training and recruitment. Supervisory Staff Attorneys also provide support to the Senior Staff Attorney as needed, including assisting in administrative functions and performance reviews of line staff attorneys.

MINIMUM POSITION QUALIFICATIONS: Candidates must have a Juris Doctor (JD) degree from a law school that has been accredited by a recognized accrediting authority, and must be admitted to practice before the highest court of a State, Territory, Commonwealth, or Possession of the United States. Candidates also must have a minimum of five years of progressively responsible experience in the practice of law, in legal research, legal administration, or equivalent experience, gained after graduation from law school. Finally, candidates must have had progressively responsible administrative, technical, professional, supervisory, or managerial experience that provided an opportunity to gain: skill in developing the interpersonal work relationships needed to lead a team of employees; the ability to exercise mature judgment; and knowledge of basic concepts, principles, and theories of management and the ability to understand the office's managerial policies.

PREFERRED SKILLS: We are looking for an individual with excellent academic credentials; superior analytical, research, writing, and editing skills; an ability to work both independently and collaboratively; an ability to manage multiple projects simultaneously; an ability to work under pressure to meet deadlines; and a strong commitment to justice and public service. We would also like to see evidence of strong communication and diplomacy skills; a demonstrated interest in the areas of law that our work routinely involves; and a demonstrated ability to provide effective leadership and supervision in a legal environment.

ADDITIONAL CONDITIONS OF EMPLOYMENT: Applicants must be U.S. citizens. Interviews of selected candidates will be conducted in St. Louis, Missouri, and applicants must bear their own travel expenses. The selected candidate will be subject to a background check and subsequent favorable suitability determination as a condition of employment. All employees of the Judiciary are "at will" employees in the excepted service. The U.S. Courts require employees to adhere to a Code of Ethics and Conduct which is available to applicants for review upon request. Employees are required to use the Electronic Fund Transfer (EFT) for payroll deposit. Employee benefits available include paid vacation based on federal years of service, paid holidays, sick leave, health and life insurance plans, long-term care insurance, Flexible Benefits Program, Federal Employees Retirement System, and Thrift Savings Plan.

HOW TO APPLY: Send a cover letter, resume (indicating law school class rank), law school transcript, self-edited writing sample, and a list of at least three professional references to SAO8employment@ca8.uscourts.gov. The subject line should state "Application for Supervisory Staff Attorney Position # SAO2026-03".