

JOB POSTING

**Indiana County Court of Common Pleas
40th Judicial District
Indiana, PA**

Job Title: Judicial Law Clerk position open for
The Honorable Gina R. Force

Salary: \$42,981 plus benefits

Term of Appointment: 1 year beginning January 2022

Requirements: Must be a law school graduate by position start date

Responsibilities: Assisting the Court including legal research,
completing legal writing projects, and observing court
proceedings

Please include: Cover letter, resume, and two (2) letters of
recommendation. A writing sample is required at the
time of the interview.

Deadline to submit: December 10, 2021

Submit to: Christy Donofrio, Esq.
District Court Administrator
Indiana County Courthouse
825 Philadelphia Street, 2nd Floor
Indiana, PA 15701

cdonofrio@indianacountypa.gov