

**THE SUPREME COURT OF APPEALS OF WEST VIRGINIA
EMPLOYMENT OPPORTUNITY**

STAFF ATTORNEY

**Position open until filled, but
we will begin considering applicants on May 11, 2026.**

The Supreme Court of Appeals of West Virginia is accepting applications for the position of Staff Attorney in its Office of Counsel (“OOC”). This is a full-time lawyer position located in the State Capitol Building in Charleston, West Virginia. Flexible works hours are available. **Start date on/after July 1, 2026.**

Staff Attorney in the OOC

Position Purpose: A Staff Attorney in the OOC assists the five Supreme Court justices in reviewing appeals and original jurisdiction petitions. The OOC works on all of the Court’s cases and drafts many of the Court’s decisions. This is an opportunity to join a wonderful team of people who do important work.

Minimum Qualifications:

- A Juris Doctorate from an accredited law school.
- A member in good standing of the West Virginia State Bar
- A minimum of five years of experience practicing law.
- Appellate law and criminal law experience are preferred but not required.

Primary Duties and Responsibilities Include:

- Review and analyze appellate records and briefs.
- Conduct legal research.
- Prepare concise legal memoranda.
- Present written and verbal information to the justices during internal conferences.
- Draft, proofread, and review decisions and orders.
- Perform related work as required.

Essential Skills:

- Excellent legal research and writing skills.
- Skilled at analyzing, appraising, and organizing material, and presenting it in a clear and logical manner.
- Ability to quickly understand and apply legal precedent.
- Ability to prioritize and timely finish work.

- Skilled at typing, electronic legal research, and word processing software.

Criminal Background Check: All successful candidates must submit to a criminal background check.

Compensation and Benefits include competitive salary based on experience and qualifications; medical insurance; optional flexible benefits coverage (dental, vision, disability); life insurance; defined benefit pension plan; section 457 deferred compensation plan; 13 paid holidays per year; paid sick leave; and paid annual leave.

West Virginia Courts: Information about West Virginia’s courts can be found on our website at www.courtswv.gov.

Equal Opportunity in Employment: It is the policy of the West Virginia judiciary to provide equal opportunity in employment for all persons, and to recruit, select, train, promote, retain, and discipline without regard to race, color, sex, age, disability, religion, sexual orientation, or national origin. Further, it is the policy of the West Virginia judiciary to maintain a professional workplace in which individuals are accorded respect, and an environment free of harassment, including verbal or physical conduct that creates an intimidating or hostile environment for any individual on any prohibited basis. As an employer with an Equal Employment Opportunity/Affirmative Action Plan, the Court complies with government regulations and related Equal Employment Responsibilities where applicable.

Application Process: To apply for this position, please e-mail the completed West Virginia Judiciary Application for Employment (available on the Court’s website at www.courtswv.gov/employment), a letter of interest highlighting applicable experience, a resume with a list of professional references, and a writing sample to:

Amie Langfitt Johnson, Chief Counsel
Supreme Court of Appeals of West Virginia
amie.johnson@courtswv.gov

Questions: (304) 558-6035

Thank you for your interest in employment with the Supreme Court of Appeals of West Virginia.