Promoting and Ensuring the Diversity of Judicial Staff Attorneys and Law Clerks within the Florida State Courts System

Committee Report and Recommendations
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INTRODUCTION and MANDATE

On November 19, 2004, Chief Justice Barbara J. Pariente of the Supreme Court of Florida established the Standing Committee on Fairness and Diversity (Standing Committee) “for the purpose of advancing the State Courts System’s efforts to eliminate from court operations inappropriate bias based on race, gender, ethnicity, age, disability, or socioeconomic status.”¹ Among other things, the Standing Committee was tasked with “[designing] a program to promote and ensure the diversity of judicial staff attorneys and judicial law clerks within the Florida State Courts System and propose strategies to facilitate timely implementation of the initiative” after “review[ing] and consider[ing] programs in other states that have resulted in the successful recruitment of minority law clerks.”²

In fact, it was the imbalance of law clerks in federal and state courts that led to the comprehensive National Judicial Clerkship Study, released in February of 2000, by the National Association for Law Placement and the American Bar Association. The study found that, for the most part, minority representation in clerkships was generally lower than in law school populations. Overall, only 15 percent of all judicial clerkships were held by minorities, despite the fact that minorities made up 30 percent of the general population and 20 percent of law students.³

Since this study was done, there have been efforts on several fronts to increase the diversity of judicial law clerks, including programs initiated by law schools, bar associations, and the judiciary. The State of Florida has been no less vocal on this point. Section

¹ Standing Committee on Fairness and Diversity, No. AOSC04-225 (Fla. Nov. 19, 2004).
² Id.
25.382(4), Florida Statutes, provides, in part: “The Supreme Court shall ensure that clearly written policies, procedures, and goals for the recruitment, selection, promotion, and retention of minorities, including minority women, are established throughout all levels of the judicial system.”

During its first meeting, the Standing Committee divided into four subcommittees to address the specific charges set forth in the administrative order. The subcommittee on judicial clerkships then utilized existing data and other strategically-designed information gathering tools to consider input from Florida law schools, current law clerks, staff attorneys, and members of the judiciary. The subcommittee captured valuable information on the current perception of judicial clerkships; data on the presence of racial minorities in clerkship positions; and the role that law schools and employers assume in the choice to become a law clerk.

There are several types of judicial clerkships and the classifications vary from court to court. For example, traditional “elbow” law clerks work one-on-one for a particular judge, generally in the appellate courts. The length of these positions are often for a fixed period of time (i.e., one to two years), and is determined by the individual judges; however, sometimes a termed clerkship may evolve into a permanent clerk position. A staff attorney generally works for the entire court, usually at the trial court level, and their terms and responsibilities vary by court. Usually, these attorneys are hired in permanent positions as career law clerks. Still, other courts employ central staff attorneys who are designated to handle pro se matters, writs, and motions, among other things. These positions may be indefinite in length, and may be assigned to the chief judge, a committee of judges, or a senior staff attorney. Notwithstanding the various types of judicial clerkships above-described, attorneys employed by the judiciary will be referred to as “law clerks” and the position as a “judicial clerkship” for the purposes of this report.

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METHODOLOGY and OVERVIEW of FINDINGS

This study compiled original data from three sources: current law clerks, Florida law schools, and the judiciary.

First, the Standing Committee designed and implemented two comprehensive surveys (one electronic and one in printed form) to elicit information from each of two target groups, law schools and current law clerks. The primary goal of the surveys was to determine the roles that law schools assume in promoting clerkships and identifying current perceptions regarding the judicial clerkship among current clerks, including its value and impact on future careers. All eight Florida-based law schools, or 100 percent, returned completed surveys to the Standing Committee. Of the approximately 350 court attorneys in the Florida State Courts System to whom the surveys were electronically distributed, 200 completed the survey. This was nearly 56 percent—an extraordinary return rate.

Additionally, from March through April, the Standing Committee conducted focus group discussions throughout the state with current clerks of a racial minority. As a result, approximately 50 of the 60 minority clerks participated in six focus groups. The final phase of the research gathering, a survey of state judges, evaluated the court’s perception regarding the number of minority attorneys in the court system, the value of diversity, and the judiciary’s role in increasing diversity in its personnel.

Findings from the Law School Survey

According to our data, the overall student population for Florida law schools during the 2004-05 school year was 6,605. Of that number, approximately 66.3% were white, 8.75% were Black/African-American, 13.5% were Hispanic, 3.39% were Asian/Pacific Islander, .61% were Native American, and 7.45% were of other races and nationalities. It is
worth noting that two of Florida’s newer law schools carry predominantly minority populations (Florida A&M University College of Law has a population of 42% Black/African-American, and Florida International University College of Law has a population of 42.75% Hispanic), thereby enhancing the overall averages. (See Appendix A.)

The survey responses revealed that all law schools offer some form of program on judicial clerkships. All eight law schools offer a formal internship or externship program with state and federal judges, wherein students may receive school credit or, in some cases, a monetary stipend. Through their career services/job placement department, the law schools provide an overview of clerkships to their student bodies as well as general counseling or advising. More than half of the law schools (5) have a section on their school’s Web site dedicated to judicial clerkships and also post clerkship openings in prominent locations at their school (7).

Yet, several of the law schools stated they do not have important resources on judicial clerkships, such as the Directory of Minority Judges of the United States, which only half of the schools provide. Six schools indicated that they provided students with a judicial clerkship manual of some sort, and four law schools maintain a database of students and faculty who have participated in judicial clerkships. Two of the schools actually have a faculty clerkship advisory committee in place.


6 For sample judicial handbooks and guides, see http://www.law.stetson.edu/Career/JCG.htm (Stetson University); http://www.nslaw.nova.edu/career/documents/Judicial%20Clerkship%20Guide%202005.doc (Nova University); http://www.gmu.edu/departments/law/career/clerkship.html (George Mason University); http://www.law2.byu.edu/Judicial_Clerkship/ (Brigham Young University).
Only two law schools indicated that they provide financial assistance on the application process, while none offered a loan forgiveness program for judicial clerks. Interestingly, the survey revealed that no school offers specialized support programs for minorities on clerkships. One school noted: “As a public institution, we do not target specific minority groups in our programming efforts. However, we do make a concerted effort to assemble panels of speakers from diverse backgrounds.” This school also stated that it provides the pamphlet titled “The Courts: An Excellent Place for Attorneys of Color to Launch Their Careers” to interested students during programming on opportunities in the courts and during individual career counseling appointments. They pair minority law students with members of the judiciary who act as mentors. Other comments included:

- “Both the faculty and the career services department encourage our qualified minority students to apply for our judicial externship program and judicial clerkships.”

- “All qualified students and those perceived to be qualified are counseled and encouraged to apply for judicial clerkships. . . . Current and former law clerks and judges are invited to speak at our Lunch and Learn programs to educate students about the judiciary and about clerkships. Faculty members encourage specific students that they believe are good candidates for judicial clerkships.”

- “We currently educate all students about the clerkship process by holding orientation and information sessions, providing samples of application materials and assisting in the cost of compiling and mailing clerkship applications.”

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7 This brochure, published by the National Association for Law Placement with the assistance of the American Bar Association Judicial Administration Division Task Force on Opportunities for Minorities, explains what clerkships are and how they can benefit students of color. Available online at http://www.abanet.org/minorities/judiciary/courts.html.
In their perceptions of student success in obtaining clerkship positions, the respondents cited high class ranks, law review/law journal membership, support of top faculty, and special connections to a judge as most significant. Three law schools ranked the judicial internship/externship experience as important, while only one indicated moot court/mock trial membership.

Mainly, the law schools cited a need for more comprehensive, centralized resources regarding the clerkship hiring process. A few law schools seemed to suggest that a method similar to the Federal Law Clerk Information System would be beneficial not only to students and attorneys but to judges, law schools, and those providing recommendations as well. One school wrote: “The predictability of the federal system makes the clerkship process substantially simpler than the state system and readily accessible to students.”

Another school added:

We would like to see a complete overhaul of the application process. The court should contemplate centralizing the application process through a web-based computer system that would enable clerkship applicants to file complete applications, and recommenders to file letters of recommendation, on-line. Applicants would be able to designate judges to whom they wish to apply. Judges would only receive the application[s] directed to them. Law school administrators would be able to view student application information, upload applicant document[s], and coordinate the submission of faculty letters of recommendation.

One school also noted that the stringent qualifications required of applicants by most judges, recommending that “judges not limit their consideration of candidates to students with specific credentials (e.g., top 10% and Law Review), but rather “consider all candidates and take a holistic look at a candidate’s application.” The response concluded with: “While such a process would be more time-consuming and labor-intensive on the judges’ part, it may help increase the diversity of judicial clerks.”
Findings from the Law Clerk Survey

The demographics of the law clerk respondents were as follows. Seventy-three percent were female; most were in the age range 26-35 (44%), and white (77%). While African Americans represented 5% of the respondents, Asian/Pacific Islanders represented 2%, Hispanics represented 6%, and Native Americans represented 1%.8

Data previously collected by the Office of State Courts Administrators in 2004 revealed the following: Approximately 82.8 percent of the state courts system clerks are non-minority attorneys (white males and females). Disturbingly, at the time of the survey, there was only one black male and one Asian male staff attorney in the entire courts system, and both of these attorneys worked in circuit courts. (See Appendix B.) Overall, the number of minority male law clerks has been consistently low over past years.

The survey respondents identified the experiences which they believed were critical in their receiving a clerkship. A significant percent of these law clerks reported that their prior work experience (127), writing samples (91), grades/high class rank (90), interview with the judge (81), law review/journal experience (68), and judicial internship (53) were important. Only a relatively small percentage reported having a special connection to a judge (18) or trial team experience from law school (20). Not very important in the clerks’ view were demographic characteristics (7) or the level of court (10).

For the most part, the respondents throughout each level of court recognized the value of a judicial clerkship, as the following comments illustrate:

- “A clerkship is the perfect career for a lawyer who enjoys the academic and intellectual challenge of a legal career, but who does not wish to try cases.”

- “As a result of my experience as a clerk, the phrase "administration of justice" has profound personal meaning. I know firsthand that to the extent humanly possible, each receives due consideration to see that justice is served according to the

8 The remaining respondents indicated multiple races/ethnicities or chose not to respond at all.
particular facts of the case, regardless of the popularity of the result. Although my future plans include private practice, I will always be proud of the Florida judiciary and of my association with it.”

- “This experience continues to surpass my expectations. I know that working [at the court] provides a solid foundation from which I can jump into other careers…”

- “Working as a judicial law clerk is the absolute best first job out of law school. I could not have asked for a better start to my career.”

- “I have been at the court for 18 years and have worked for three excellent judges. I have enjoyed the camaraderie at the court and the encouragement of the judges to balance work and family life.”

- “I am very satisfied with the ability to develop a working relationship and trust with some of the judges. Highly recommend!!”

The factors that most influenced their decisions to apply were the desire to gain the work experience of a clerkship (104); the flexibility of term and hours (98); the opportunity to decide future career plans (80); and the impact of a clerkship on their future career (71). Falling close behind were discussions with others in the legal profession (49); prestige of clerkships (48); and judicial internships/externships (40), as well as a wide range of personal reasons. It is important to note that only five (5) respondents indicated that their law school career services office was influential in their decision to apply for a clerkship.

The timing of the clerkship opening (104) was the factor that most influenced the decision to apply to particular courts. Geographic considerations (64), working conditions (57), and reputation of the judge (54) ranked high as well.

A substantial number of respondents (55%) cited the financial differential of a clerkship salary, versus the public sector, as a concern in accepting the position. Nevertheless, more than half of the respondents stated that the clerkship has met or exceeded their expectations in the development of general knowledge of the court process; legal judgment, reasoning and analysis; knowledge of case law, statutes, and the administrative process; as well as writing legal memoranda and opinions. The respondents
resoundingly gave their overall experience high marks, with 27% ranking it a 9 (10 being the highest) and 24% ranking it an 8 or 10.

There was a resounding voice of frustration in the explanatory comments among the attorneys, particularly those in circuit courts, as it related to the salary ranges and status of the clerkship position. One current law clerk commented: “The position has no status and little respect in the system. As designed, it has no career development potential in the courts. The position needs to be elevated in status … to put those in the system on notice that it is a [valuable] professional position.” Another survey respondent stated:

While some attorneys choose a clerkship as a stepping stone to future employment with a firm, others (like myself) choose a clerkship for other equally legitimate reasons. Those reasons include: working hours (for those with families); the high intellectual component of the work; and the satisfaction of knowing that we are in effect providing a useful public service. It is this last reason that I think is woefully under-appreciated by judges and legislators. Were it not for judicial clerks, there is no conceivable way the Florida State Courts System could handle the enormous number of cases filed in this state every year (both at the trial and appellate levels). Having been a judicial clerk at all three levels of Florida's court system (trial, district court, and supreme court), I have seen the invaluable contribution judicial clerks make at all three levels firsthand. ... However, the current salary structure for career judicial clerks treats us as if we lack ambition and are just "hanging around" the court system. At best, it feels like we are the forgotten faces of the court system. At worst, it feels like an insult to our abilities and the effort we put into our jobs.

Overall, there was a feeling that career clerks at the circuit court level do not receive the type of appreciation and respect given to appellate law clerks and even federal law clerks.

Findings from the Focus Group Discussions

The sub-committee agreed to conduct focus groups involving only those clerks of a racial or ethnic minority. The purpose was to ascertain the current perceptions of this
population separate from the general population. Certain questions regarding various forms of discrimination, albeit not directly related to diversity, were important to determine the attitudes current clerks possess, since this population plays an important role in recruiting other minority applicants.

Below is a comprehensive overview of the comments made during the focus group discussions, insofar as they reveal different responses than those elicited from the electronic survey.

What problems did you encounter in obtaining a clerkship?

- Some law schools did not post positions
- Lack of knowledge about central staff and available positions
- Advertisements unclear as to requirements for position
- Process needs to be streamlined and unified

What, if anything, would you change about your current clerkship experience?

- More feedback on work product
- Make the learning process more interactive
- Higher salary and increased merit-raises
- Eradicate stigma associated with career clerks
- Enhance respect for the position, similar to federal clerkships

Have you ever felt that you were treated differently based on your race, gender, ethnicity, religion, sexual orientation, or disability? While many respondents indicated that they had not experienced any form of discrimination, the comments from those that had were startling.

- “I had a judge ask me if I was a ‘wet back.’ I also had a judge ask me if I was a ‘spic.’”
- “A judge told me: ‘For a Latin, you write well.’”
- “I have heard: ‘I never expect this kind of work [good work] from your people [Hispanics].’”
- “I had a judge ask: ‘Little lady, what do you think of this brief?’”
- “I attribute our lower pay [to] gender.”
- “Because there is a majority of male judges on the bench, it is difficult for women to build a rapport with the judges.”
- “Some people experience discrimination based solely on their name.”
- “I don’t think I could do anything about inappropriate comments… . Going to the chief judge would do nothing… . The JQC would do nothing.”
Among the other factors cited by the focus groups as contributing to the lack of diversity were the hiring criteria, which often are limited to those in the top percentile of their law school classes, or who have law review or moot court/mock trial experience. One law clerk commented: “I shouldn’t have been able to get this [law clerk] job because I was not stellar in law school. But here I am, and I have been doing it for a very long time.” As a whole, the respondents stated that in order to diversify the position, there has to be more outreach and aggressive recruitment by the courts, higher salaries and/or loan forgiveness programs, mentoring, and diversity training for all court personnel.

Findings from the Judiciary Survey

The subcommittee surveyed via email each chief judge in the Florida State Courts System regarding their efforts at recruiting minority attorneys, in particular; any related challenges; and suggestions they may have for the Standing Committee. Out of the 25 courts targeted by the survey, 20 responses were received, and the responses were quite enlightening.

Regarding recruitment efforts, the courts consistently revealed that they recruited heavily using their own Web sites and by informing law schools and local bar associations of vacancies. One court indicated that it advertises law clerk vacancies with the local NAACP office, while another court shared that it “worked very hard to … get job announcements to as many minority attorneys as possible,” which included advertising with The Florida Bar and its circuit newsletter, local and state minority bar associations (including student organizations), local law firms, and state law schools from Virginia to Kentucky to Alabama. Another court stated that it advertises vacancies through the Office of the State Courts Administrator and recruits volunteer law students as interns and/or part-time employees throughout the year to “groom” them for possible clerkship positions.
Several of the courts’ innovative programs merit special highlighting:

- One court adopted a Local Action Plan, whereby approximately 42 contacts receive a fax broadcast of vacancies at the court that are also posted on the court’s local Web site and www.flcourts.org. Since implementation of this plan, applicant pools have dramatically increased.

- One court reported that it has agreed to participate in the Palm Beach County Bar Association Minority Initiative Program, wherein the bar association arranges to send a highly qualified minority law student to a law firm or governmental agency to clerk for one semester.

- One court stated that the chief judge responds personally to every applicant, whether he or she applies in response to a job announcement or simply for general consideration. The applications (consisting of a State of Florida application, resume, writing samples, references, and college transcripts) are kept in a master file for nine months and forwarded to judges as appropriate. When an opening occurs, the chief judge contacts the applicants in the file to determine their interest in the position.

- One court instituted a part-time law student staff attorney program that allows third-year law students to function as staff attorneys for 20 hours per week. In addition, the central staff director of that court participates in on-campus interviewing, displays job announcements on the court’s Web page, and sends job vacancies to selected law school placement centers.

- Several courts operate a very active summer internship program, wherein first and second-year law students participate on a volunteer basis or for school credit. In
fact, one court reported that 34 students interned at their court in 2005, and one of the interns will serve as a judicial clerk at the court upon graduating law school.

Across the board, the judges indicated that they look for candidates with exemplary research and writing skills. For recent law school graduates, this is most often revealed through their law school academic record and involvements, and writing samples; however, courts generally give attention to an applicant’s professional references and prior work experiences, as well. According to most courts, personal interviews are just as important because they help to identify the applicant’s interpersonal skills, professionalism, goals, and interests. One court in particular, however, noted that it also takes into consideration a candidate’s undergraduate school grades and involvement in outside activities, as these factors might “indicate that the applicant is a hardworking person.” Still, another court indicated that its judges look almost exclusively for students in the top 10 percent of their law school class with journal experience and excellent writing skills.

Another consistent response from the courts was their explanations for the deficiency of minority law clerks in the court system: (1) lack of qualified minorities in the applicant pool and (2) less than competitive salaries, such that minority law students and attorneys with desirable credentials are heavily recruited by the private sector. One court, which previously received an award for diversity and gender sensitivity, reported that although it had less difficulty attracting minority applicants, it nonetheless has become increasingly challenging for it “to retain good legal talent, regardless of race, ethnicity or gender, due in large measure to the low pay th[e] position provides.”

Also highlighted were geographic concerns for courts in smaller, rural communities, as well as the limited upward mobility in this type of position. Specifically, one court opined that the problem may be that minority law students perceive clerkships as unattainable for
them, perhaps because they often are not a part of the existing networks through which news of vacancies travels. Another court stated that a system of primarily career or permanent attorneys would diminish any efforts to diversify the court system because such a scheme leaves open too few positions for new hires. The chief judge of that court suggested that more judges should return to the traditional practice of rotating, or term limiting, at least one of their law clerk positions. It is noteworthy that two courts remarked that they have had no problems recruiting and hiring minority law clerks.

Finally, the courts gave valuable recommendations to assist the Standing Committee’s efforts in increasing the number of minority law clerks in the Florida State Courts System. The recommendations included: increasing the starting salary; creating a judicial outreach program; mass targeted advertising; enhancing the status of the clerkship position; rotating law clerk positions; streamlining recruitment methods; and utilizing resume banks.
KEY CONCERNS and OBJECTIVES

Our research identified several important issues that appear to contribute to the lack of minority representation in judicial clerkships. These issues included lack of diversity in the applicant pool; insufficient value attributed to the clerkship position; lack of uniform hiring guidelines; and comparatively low entry-level salary. Based on these issues, the subcommittee has identified three key priority areas on which to focus its efforts: outreach, status of clerkship position, and recruitment and hiring.

Outreach

According to our survey results, whereas women are well represented in judicial clerkships, racial and ethnic minorities are woefully underrepresented. The national judicial clerkship study found that the disparity in minority law clerks did not result from a difference in the success of their applications, but rather a lower application rate of the minority students. In order to increase minority representation among law clerks, efforts must focus on the need to increase the number of minority students who apply in the first place. As a result, more outreach efforts to minority law students and practicing attorneys are needed to increase their awareness and attendance in clerkship programs, and to reassure them that they are welcome in, and vital to, the courts system.

Despite the various clerkship programs available through law schools and other locations, our research showed that many persons were not aware of these resources or were not encouraged to avail themselves of them. Many available information conduits, such as Web sites and print media, are underutilized. Likewise, traditional clerkships supervised by an individual judge often receive more prestige than other clerkship opportunities, such as

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that of a staff attorney or career clerk, although the positions offer comparable salaries and excellent opportunities to learn the inner workings of the court system. Thus, the promotion of clerkships, as a whole, should be enhanced by maximizing the dispensation of information through outlets available to the legal community. Outreach efforts must target law students interested in judicial clerkship opportunities as well as practicing attorneys who may be looking for a career change. These individuals are especially important in the overall goal of diversifying the applicant pool.

Status of Clerkship Position

There is no doubt that the professional and educational value of a judicial clerkship is substantial. As current and former clerks will attest, judicial clerks have the unique opportunity to experience the judicial process from the perspective of a judge, which allows them to sharpen their legal skills, broaden their understanding of procedural issues, and develop a sense of what is, and is not, effective advocacy. Perhaps more minority lawyers would apply for clerkship positions if they first understood the importance and value of judicial clerkships. As one state judge put it, “If law clerk and staff attorney job tasks are widely misunderstood or unknown, it is likely that candidates will remain dissuaded from applying for open positions.”

In addition, prospective applicants should be confident that their clerkship experience can provide the ideal mentoring opportunity. Not only will the judge or supervising attorney be able to help the clerk develop critical thinking skills, but he/she should also make the clerk’s thinking about lawyers’ strategies and motives more sophisticated, and offer advice on career options, if desired. Such an experience will not

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10 This quote was taken from the written responses to the judiciary survey distributed to chief judges throughout the state of Florida.
only imbue the clerk with confidence about his/her abilities as an attorney, but also has the potential to enhance his/her value to future employers. Yet, it appears that too few recognize the value in the clerkship experience.

Moreover, the existence of financial disparities associated with clerkships may cause potential applicants to choose private practice over a judicial clerkship. The current salary of an entry-level appellate law clerk is a little more than $43,000 (with bar passage, or just under $39,000 without), with merit-based salary increases capped after five years. The combination of low salaries and high student loans can be burdensome to those seeking clerkship positions. Nevertheless, judicial clerkships— which are a form of public service—should, like other state government jobs make one eligible for financial assistance, loan forgiveness, or deferral plans. Such assistance might facilitate applications for those who could not apply due to the financial factor, thereby promoting diversity of the applicant pool and expanding the availability of clerkships to all who are otherwise qualified. In fact, student loan repayment assistance might improve retention as more minorities choose to remain in public service.

It is the belief of the Standing Committee that the advantages of a judicial clerkship substantially outweigh the disadvantages of accepting a lower-paying position. Thus, in addition to other strategies that may be recommended, it is essential that we also propose efforts to improve the status of clerkships and promote the many benefits of the experience.

Recruitment and Hiring

Law school placement offices are critical not only to law students, but to the legal community at large. For instance, law school alumni interested in a career change often look to their school's placement office for information on possible job openings. Likewise, placement offices are vital resources for law students seeking to land the first of many legal jobs.

Notwithstanding, the lack of uniform application procedures can severely hamper information gathering and applying for clerkships. A related problem is the lack of information on individual judges and their hiring qualifications, application requirements, procedures, etc. It also became apparent during the data collection process that the particular criteria used by judges seeking to hire clerks, i.e. class rank in law school, discouraged many minorities from applying. Yet, former and current clerks who did not rank in the top 10 percent of their law school classes, but exemplified the qualities necessary to succeed as a law clerk, have performed exceptionally well in their positions.

Judicial internships and externships can also contribute to the increase of minority applicants. The consensus has been that the experience of working for a court often creates new opportunities for students that they might otherwise not have. In fact, former judicial interns who performed extremely well have secured permanent clerkships upon graduation. Additionally, judicial internships offer educational benefits to those who take advantage of them. For example, because judicial interns often perform the types of activities carried out by clerks, those who participate in externship programs often significantly improve their academic performance and raise their grade point averages because they develop practical insights and a solid understanding of the law and the process of its application in actual cases.
GOALS

The overall goal of the Standing Committee is to achieve the stated charge of the Supreme Court—to promote and ensure diversity of judicial staff attorneys and law clerks.

The Committee hopes to achieve this goal by:

- Increasing the number of minority applicants through enhanced outreach methods;
- Promoting the status of the clerkship position by projecting a positive image of judicial clerks; and
- Improving the overall recruitment and hiring process by making it more user-friendly and less arduous.
**ACTION PLAN**

In order to implement our goals, the subcommittee recognized four significant target groups through which we should direct our efforts—the judiciary, law schools, employers, and bar associations. These populations are vital to the successful implementation of the above-described goals. Below each sub-heading are various recommended strategies grouped by the particular goal which they are intended to meet.

**The Judiciary**

*Key persons: Chief Justice of the Supreme Court, chief judges of lower courts, and the Office of the State Courts Administrator*

**Status**

- Recommit to embracing the stated values of maintaining a diverse workplace in accordance with state court system’s policy and personnel regulations.
- Urge judges to emphasize the value of their law clerks publicly in appropriate forums and print media.
- Create a judicial clerkship Web site that, among other things, highlights judges who were former judicial law clerks. Include quotes from judges that praise the work of judicial law clerks. Also include a statement on the judiciary’s commitment to a diverse and well-respected judicial law clerk group.
- Present the current serious lack of competitive salaries paid to judicial law clerks to the Florida Legislature in accordance with recommendations made by an independent consulting firm and approved by the Supreme Court.

**Outreach**

- Encourage judges to participate in school or bar-sponsored clerkship programs as panelists or guest speakers.
- In addition to the current method of advertising, consider circulating notices through a range of relevant minority lawyer networks, including the law school networks to attract law students, and bar association networks to recruit practicing attorneys looking for a change.

**Recruitment/Hiring**

- Encourage judges to hire clerk staff that reflects the diversity of the state. This would seem to be best achieved via a personal letter and periodic verbal reminders from the Chief Justice and chief judges to remain vigilant as to the importance of diversity.
• Urge judges to take a more holistic approach in determining whether an applicant is qualified to fulfill the duties of a judicial law clerk, which may include broadening their minimum qualifications for eligibility.

• Establish a “Statewide Recruitment Coordinator” position and/or designate a person in each court who will be tasked with coordinating recruitment efforts, such as speaking at law schools, informing the general public of vacant positions (including traditional clerkship positions and central staff attorney positions), participating in job fairs and on-campus interviewing, etc.

• Encourage judges to participate regularly in the American Bar Association’s judicial clerkship program or internship program.

• Encourage judges to engage second and third-year law students to serve in externships or internships, or part-time paid staff attorney positions through collaborations with law schools.

• Adopt a centralized, easily accessible method of advertising clerkship vacancies, hiring requirements, and qualifications in a timely, consistent fashion. If the court, having a vacancy, chooses not to utilize its own Web site for such purposes, the Supreme Court currently maintains two centralized Web sites for the posting of job openings:
  http://www.floridasupremecourt.org/employment/lawclerks/index.shtml and
  http://www.flcourts.org/gen_public/employment/index.shtml. Also, a court appointee can send notices directly to law schools, bar associations, etc. announcing vacant (or soon to be vacant) positions.

• For appellate judges, consider rotating at least one of the elbow clerk positions every one or two years to open the opportunity to more potential candidates.

• Utilize the newly-created judicial clerkship Web site to:
  o Provide general information about the judicial law clerk position.
  o Create a centralized system for the collection of clerkship applications, such as that utilized in the federal system.12
  o Enable law schools and minority bar organizations to link to their Web sites.

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12 See https://lawclerks.ao.uscourts.gov/. The Administrative Office of the U.S. Courts has funded the pilot project The Online System for Clerkship Application and Review (OSCAR). For the Fall of 2005 hiring season, OSCAR will offer an internet-based application system permitting applicants to file their federal clerkship application materials online and designate those judges to whom they wish to apply. Federal judges and chambers staff will be able to read, sort, and manage those applications on-screen; they will also be able to download and print those applications. OSCAR will allow letters of recommendation to be placed confidentially in applicants’ online files, either directly by the recommender, or through the applicant’s law school.
• Post links to outside available resources, as deemed appropriate.

• Maintain a file of resumes of persons who have contacted the court in pursuit of a judicial clerkship. Ideally, this “resume bank” would be shared among judges at the same court and/or among various judges at courts throughout the state.

**Law Schools**
*Key persons: Law school deans and directors of career placement offices*

**Status**
• Utilize the school’s official Web site to promote the value and availability of judicial clerkships. Include comments from alumni, faculty, and current students with clerkship experience.

**Outreach**
• Adopt as a priority encouraging more minority students to apply for judicial clerkships by offering specialized programs, resources, and counseling for these students.\(^{13}\)

• Encourage faculty to provide direct support to minority students as both mentors and providers of letters of recommendation for clerkship applications.

• Maintain specialized publications in their career services office, such as:
  - Directory of Minority Judges of the United States.\(^ {14}\)
  - Judicial Clerkship Handbooks or Handouts.\(^ {15}\)
  - The Courts: An Excellent Place for Attorneys of Color to Launch Their Careers.\(^ {16}\)

• Maintain a judicial clerkship section on their school’s official Web site. Highlight professors who were former clerks. (Schools that do not wish to develop their own site can encourage students to explore existing sites on the World Wide Web.)

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\(^ {14}\) See supra n. 5.

\(^ {15}\) See supra n. 6.

\(^ {16}\) See supra n. 7.
• Maintain a database of students who have obtained judicial clerkships, as well as a collection of written feedback from alumni law clerks, regarding the atmosphere in chambers, judicial style, and individual clerkship experiences.

• Post clerkship openings in prominent locations at the law school.

• Develop a faculty clerkship/advisory committee of former clerks.

• Provide an introduction or overview of clerkships to first-year law students (i.e., include informational brochures in first-year packets and live presentations), and periodic specialized support programs for minorities on clerkships.

• Present programs to address the various perspectives of judicial clerkships. Topics may include: an overview of the federal and state courts; the judicial clerkship experiences and opportunities; the nuts and bolts of the clerkship application process; interviewing, cover letter, resume, and writing skills workshops; and preparing for a clerkship. Programs may consist of a panel of judges, or a guest lecturer representing his/her court, a panel of former law clerks from a diversity of courts (as well as diversity of clerks in terms of their future practice after their clerkships); a student panel of third-year students who have been through the application process; and a faculty panel. Sessions can be co-sponsored by minority student organizations to encourage attendance by their members.

• Identify other print, online, and human resources that would be helpful to students researching clerkships and make the information readily available.

• Provide some form of financial assistance to students engaging in the application process or working as judicial interns.

Recruitment/Hiring

• Inform students of law firms that defer hiring of new graduates until they are able to complete one or two years in a judicial clerkship.

• Encourage students to participate in the American Bar Association’s judicial clerkship or internship program, and provide financial assistance for their participation.

• Collaborate with state courts to develop internship programs for students completing their first year of law school. This could involve expanding or providing clerkship-related academic programs especially targeting minority students.

Employers (Private)

*Key persons: Managing partners or hiring committees of law firms, and directors of law school career placement offices

Status

• Highlight partners and associates with former clerkship experience.
• Recognize the benefits of clerkships and not to discourage students from applying for clerkships or forego a clerkship opportunity if it were offered. For example, the following was found in promotional material distributed by Carlton Fields:

Carlton Fields values the experience gained by lawyers who participate in judicial clerkships. Our lawyers include former law clerks from the U.S. Supreme Court, the Florida Supreme Court, and other federal and state appellate courts. Lawyers who join the Firm upon completion of a clerkship will receive credit for time spent in the clerkship for purposes of compensation and advancement toward shareholder with the Firm.\(^{17}\)

Outreach
• During recruitment, provide students with information about the firms’ view of the clerkship experience and their hiring policy for judicial clerks. For example, the firm Holland & Knight, LLP posts a message on its Web site from one its managing partners highlighting the firm’s commitment to hiring federal law clerks.\(^ {18}\)

• Make the firm’s attitude toward clerkships clear from the beginning to ensure that students understand the ramifications of their decision. Express how strongly the firm values clerkships, whether the firm will defer their employment offers when they clerk, and whether the firm offers particular incentives to clerks. (Make these policies publicly available on the firm’s Web site.)

Recruitment/Hiring
• Count clerkship years as if those years had been spent with the firm or give clerks credit toward partnership or a substantial starting bonus to those with impressive clerkships. For example, the firm Holland & Knight, LLP established an Honors Program that allows deserving post-clerkship candidates to begin their private practice at the firm at essentially the same level they would have been at had they joined the firm immediately upon graduation from law school. In addition to service credit for the time devoted to the clerkship, competitive signing bonuses and the candidate’s choice of Holland & Knight offices in which to work, preferential consideration is also given for Holland & Knight’s prestigious Chesterfield Smith Fellowships.\(^ {19}\)

Bar associations
*Key persons: Presidents of The Florida Bar, local and affiliate bar associations


\(^ {19}\) See id.
Status

- Publish articles on the importance of judicial law clerks in bar publications, such as The Florida Bar News and The Florida Bar Journal.

Outreach

- Request that The Florida Bar consider sponsoring scholarships for students who wish to provide public service by participating in a judicial internship.20

- Encourage attorneys, either individually or through their firm or local bar associations, to create and fund scholarships for students interested in judicial internships.

Recruitment/Hiring

- Publicize clerkship vacancies in bar publications and on official bar association Web sites.21

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20 The Florida Bar Foundation, through its Law Student Assistance Grant Program, has funded several programs involving public service. One is the Public Service Fellows Program, which promotes public service/pro bono activities among law students and continuing public service/pro bono activities among lawyers. The grants are awarded directly to the law schools, which then select the students who will receive the financial aid using criteria approved in advance by the Foundation. IOTA funds generally are utilized to provide fellowships or stipends to participating law students.

The Legal Services Summer Fellowship Program was designed for first and second year law students from Florida law schools, who are involved in the provision of civil legal assistance to the poor in critical areas of need. Efforts are made to ensure minority law student participation in this program.

While not currently funded, the Foundation has also funded several other programs to assist law students and instill the values of public interest work and pro bono commitments, such as (a) a law student scholarship program designed first specifically for minority law students and later designed to promote diversity in law school student bodies; (b) a loan repayment program to assist graduating law students securing employment with IOTA legal assistance grantees in repaying law school loans; (c) a mentoring program for its scholarship recipients, linking such recipients with experienced attorneys to provide advice and counseling concerning law school, the practice of law and career development; and (d) stipends to assist minority students in securing access to bar examination study courses. See “Grant Programs,” [http://www.flabarfdn.org/](http://www.flabarfdn.org/).

21 For links to national and state minority bar associations, see [http://www.abanet.org/minorities/links/ minoritybars.html](http://www.abanet.org/minorities/links/ minoritybars.html).
TURN-KEY PROGRAM MODELS

Our research revealed several programs, instituted by other state and national bar associations, as well as many law schools, which have resulted in the successful recruitment of minority law clerks. A few of them are described below.

**American Bar Association**

The Judicial Clerkship Program is a joint effort of the Commission on Racial and Ethnic Diversity in the Profession and the Judicial Division. The program, offered in conjunction with the ABA Midyear Meeting, is designed to bring judges and minority law students together through structured networking activities, in which students can demonstrate knowledge and research skills in a small-group setting while interacting with the judges in a team-building project. The participating judges are asked to make a commitment to hire at least two minority judicial clerks over the next five years.

The ABA Section of Litigation has sponsored a second initiative in this area. The Judicial Intern Opportunity Program is a full-time, six-week minimum, summer internship open to all first- or second-year minority or financially disadvantaged law students who want to do legal research and writing for state or federal judges in participating cities. Participating judges are from Florida, Illinois or Texas, including judges from state and federal jurisdictions in Miami. Interns receive a stipend of $1,500 for the entire summer or law school credit if it is preferred. The program seeks to provide internship opportunities for

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22 Judges interested in participating in the program should contact Justice Frank Sullivan, Jr., Indiana Supreme Court, at fsullivn@courts.state.in.us. Interested persons can also communicate their interest in participating in the program directly to the ABA Judicial Division staff members working on the project, Gilda Fairley (FairleyG@staff.abanet.org) or Kris Berliant (BerlianK@staff.abanet.org). For more information about these and other programs, see [https://www.abanet.org/jd/diversity.html](https://www.abanet.org/jd/diversity.html).
minority or financially disadvantaged law students, those who are members of traditionally underrepresented groups in the legal profession.

**National Bar Association**

The Judicial Council of the National Bar Association is expanding the nationwide reach of a successful program launched in Pennsylvania that places minority and/or economically disadvantaged law students in federal court clerkships. More than 80 judges in U.S. District and Circuit Courts have agreed to participate since its inception less than two years ago by accepting student referrals through the Judicial Council/Judicial Externship Program. A pilot program of participating law schools that began in Pennsylvania, New Jersey, Delaware, Washington, D.C., California and Arizona is being expanded this summer and fall to include other schools. Administrators plan to seek added participation from more judges and law schools armed with a recently awarded $50,000 Thurgood Marshall Legal Educational Opportunity Program grant to assist in operations. Pennsylvania’s law schools — Dickinson, Duquesne, Pittsburgh, Pennsylvania, Temple, Villanova and Widener — are among program participants. Half of the fourteen externs in this year’s program are from Pennsylvania law schools.

The innovative program was designed and developed in Pennsylvania to maintain a national reservoir of talented and highly motivated law students from minority and/or economically disadvantaged backgrounds who possess the skills necessary upon graduation from law school to successfully serve as judicial law clerks in state and federal courts nationwide. The program began in January 2001 with the placement of a second-year minority student from the University of Pittsburgh School of Law with a member of the

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Third Circuit Court of Appeals. Since then, more than two dozen students have served in judicial externships.

Participating judges provide students with assignments to enhance their legal research and analytical writing skills, including but not limited to the development of effective outlining techniques and drafting of memoranda of law and judicial opinions. Students are required to perform a minimum of ten hours per week of actual assignments during the academic year, and they either receive a modest stipend from the program or course credit from their law school. Both law students and judges will be requested to evaluate the program each year. The Judicial Council also plans to develop a national database of well-qualified participating law students who are available for judicial clerkship referrals throughout the nation.

**Asian-Pacific American Bar Association**

In September 2004, the Asian-Pacific American Bar Association (APABA) and the Asian Pacific American Bar Association Educational Fund (AEF), in conjunction with the South Asian Bar Association, the Native American Bar Association and the Washington Bar Association Judicial Council presented the first joint minority bar association judicial clerkship program. Hosted by Howard University’s Law School, the day-long program provided law students with the opportunity to hear from and meet judges and law clerks. During the program, the judges and panelists emphasized that students should seek judicial internships as a means of increasing their chances of obtaining a judicial clerkship, as well as to look carefully at the judges and courts to which they apply. The state court judges and the administrative law judges also reminded applicants that they should not overlook their courts

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24 See [http://www.aef-apaba.org/clerkship/clerkship.html](http://www.aef-apaba.org/clerkship/clerkship.html) (8/19/05).
in the rush to apply to the traditional federal trial and appellate courts. Several judges noted an increasing trend for clerkship applicants to apply after having worked for a few years.

The program, with support from area law firms, featured comments from a local U.S. District Court Judge, the Chief Judge of the U.S. Court of Appeals for Veterans Claims, a member of the U.S. Court of Federal Claims, two members of the Maryland Court of Special Appeals, two sitting D.C. Superior Court judges, and three federal administrative law judges from the Executive Office of Immigration Review, the Board of Patent Appeals and Interferences, and the Federal Energy Regulatory Commission.

**New Jersey Bar Association**

The New Jersey Bar Association conducts a special program to hire minority law clerks. The chief justice encourages judges to consider seriously minority applicants for clerkships via a personal letter. Further, a designated committee participates in law school job fairs both statewide and regionally; distributes material about the law clerk position, court system, and names and addresses of all judges for the law students to apply directly if they choose; uses local and national recruitment sources such as minority law school organizations and minority bar associations; holds annual seminars on clerkships at each law school; develops binders of all resumes received in the court system, using colored paper to identify minority applicants and sends binders to all judges five times per year.

In addition, the Administrative Office of the Courts has spear-headed an annual program designed to encourage minorities to apply for clerkships in the state courts, including holding seminars with judges and clerks at the state’s three law schools in cooperation with minority student groups, and sending out recruiting materials to

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organizations to help recruit minorities for state court jobs. Thus far, the results in the diversity of law clerks have been strikingly positive. Approximately 24% of 479 law clerks are minority in New Jersey.

**New York County Lawyers’ Association**\(^{26}\)

Since 1989, the New York County Lawyers’ Association has sponsored a Summer Minority Judicial Internship Program, which provides stipends to law students of color who are placed as interns with federal and state court judges. The program is open to law students from the five law schools in New York County. Participating students spend eight weeks during the summer interning for a state or federal judge. In addition, students are encouraged to obtain federal work-study funds and the NYCLA provides matching funds to cover the cost of the program. Once selected, each program participant is matched to a state or federal judge in the early spring and has a chance to meet with the assigned judge before the program begins. Interns are expected to perform legal research, draft memoranda, and observe court proceedings. Participating judges are asked to serve as mentors to the interns and to ensure that each intern completes at least one comprehensive research and writing assignment.

**Cook County, Chicago, Illinois**\(^{27}\)

In the spring of 1999, the Circuit Court of Cook County hosted its first informational forum for minority law students aimed at increasing the number of minorities applying for law clerkships in the world’s largest unified court system. Thirty-five students

\(^{26}\) See [http://www.nycla.org/siteFiles/sitePages/sitePages266_2.pdf](http://www.nycla.org/siteFiles/sitePages/sitePages266_2.pdf).

from Chicago area law schools, including first, second and third-year students, along with several law school graduates, attended the *Circuit Court Forum for Minority Law Students.*

The forum featured visits to a courtroom, a judge’s chambers and the law library, and a viewing of the court’s juror orientation video. Each forum participant received a resource packet containing informational brochures on the structure of the Circuit Court, among other things. The highlight of the forum was an open discussion with the chief judge and several of the court’s presiding judges. Each presiding judge talked about the nature of the work required of clerks in their respective divisions and the expectations clerks are expected to achieve, as well as the benefits of serving as a law clerk. Students in attendance gave high marks to the forum’s format, especially the opportunity to talk at length with the judges at the informal reception that followed the event.

Nine minority students were hired by the court as a result of the first forum. In 2000, over fifty minority law students from Chicago attended, and 22 applicants were hired by the chief judge, some as “summer help” and others for full-time positions. The most recent forum was held on Friday, August 12, 2005, and the forum has grown exponentially over the years, proving to be a valuable resource for all minority students.

**University of Miami POP (Professional Opportunities Program)**

Founded in 1989 at the University of Miami School of Law, the Professional Opportunities Program was developed to encourage black law students to make a successful transition from law school to positions with Florida employers and to remain in local communities and contribute their skills to the Florida legal community. The program offers a six-week internship in the chambers of federal, state, and county judges. Over the past 13
years, the POP has financed 209 judicial internships in Florida federal and state courts and 26 Florida law firm summer clerkships for minority law students.28

Georgia

Emory Law School, Georgia State University College of Law and the University of Georgia School of Law co-host a Judicial Clerkship Job Fair in Athens, Georgia for third-year law students (generally around January), who are interested in Georgia state-level judicial clerkship opportunities.

Washington

The Workforce Diversity Sub-committee of the Washington State Minority and Justice Commission has expanded the externship programs of the University of Washington School of Law and the Seattle University School of Law. The goals in expanding the law school externship programs were to provide quality “hands-on” real-world professional learning experience for law students, especially students of color, thereby increasing the chances of their choosing a career path within the courts.

CONCLUSION

During his term as president of the American Bar Association, William G. Paul stated:

Judicial law clerks become leaders in the profession, become judges and partners in law firms. They are very visible in the justice system and are role models for law students. Having minority clerks provides judges with more diverse views about the law and about the effects of judicial decisions.29

The goals cited in this report relate to significantly improving the representation of minorities as judicial law clerks, and the strategies outlined to meet them are comprehensive. The success of this plan rests on the allocation of resources and efforts to achieve these objectives. Committed members of the judiciary, law schools, bar associations, and employers are the keys to engaging the strategies of the plan in furtherance of our goal.

The Standing Committee recommends that the goals be prioritized so that deliberate and focused strategies will be set each year. In addition, the Standing Committee recommends that a realistic performance evaluation and benchmarking (both qualitative and quantitative) should be developed to follow up the implementation of the objectives, goals, and targets in the Action Plan.

Finally, the Standing Committee commends the national report, “Courting Clerkships: The NALP Judicial Clerkship Study,” to the Chief Justice as a supplement to this report.

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APPENDIX
## APPENDIX A

### LAW SCHOOL DEMOGRAPHIC DATA (2004-05)

<table>
<thead>
<tr>
<th>University</th>
<th>Students</th>
<th>White %</th>
<th>Black %</th>
<th>Hispanic %</th>
<th>Asian/Pacific %</th>
<th>Native American %</th>
<th>Unknown %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coastal</td>
<td>904</td>
<td>524</td>
<td>57.96%</td>
<td>32</td>
<td>3.54%</td>
<td>16</td>
<td>1.33%</td>
</tr>
<tr>
<td>FAMU</td>
<td>300</td>
<td>126</td>
<td>42.00%</td>
<td>126</td>
<td>42.00%</td>
<td>6.9</td>
<td>2.30%</td>
</tr>
<tr>
<td>FIU</td>
<td>269</td>
<td>107</td>
<td>39.78%</td>
<td>24</td>
<td>8.92%</td>
<td>115</td>
<td>42.75%</td>
</tr>
<tr>
<td>FSU</td>
<td>748</td>
<td>592</td>
<td>79.14%</td>
<td>50</td>
<td>6.68%</td>
<td>66</td>
<td>8.82%</td>
</tr>
<tr>
<td>Miami</td>
<td>1337</td>
<td>848</td>
<td>63.43%</td>
<td>84</td>
<td>6.28%</td>
<td>236</td>
<td>17.65%</td>
</tr>
<tr>
<td>Nova SE</td>
<td>963</td>
<td>635</td>
<td>65.94%</td>
<td>68</td>
<td>7.06%</td>
<td>193</td>
<td>20.04%</td>
</tr>
<tr>
<td>Stetson</td>
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<td>704</td>
<td>75.62%</td>
<td>63</td>
<td>6.77%</td>
<td>102</td>
<td>10.96%</td>
</tr>
<tr>
<td>UF</td>
<td>1153</td>
<td>843</td>
<td>73.11%</td>
<td>86</td>
<td>7.46%</td>
<td>112</td>
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</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>6605</strong></td>
<td><strong>4379</strong></td>
<td><strong>66.30%</strong></td>
<td><strong>578</strong></td>
<td><strong>8.75%</strong></td>
<td><strong>892</strong></td>
<td><strong>13.50%</strong></td>
</tr>
</tbody>
</table>
## APPENDIX B

### STATE COURTS SYSTEM—DIVERSITY OF LAW CLERKS, 1998 AND 2004

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td></td>
<td>#</td>
<td>%</td>
<td>#</td>
<td>%</td>
<td>#</td>
<td>%</td>
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<td>%</td>
</tr>
<tr>
<td><strong>White males</strong></td>
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<td>41.4%</td>
<td>10</td>
<td>34.5%</td>
<td>33</td>
<td>23.2%</td>
<td>33</td>
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<tr>
<td><strong>White females</strong></td>
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<td>91</td>
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<td>101</td>
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<tr>
<td><strong>Black males</strong></td>
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<td>2</td>
<td>1.4%</td>
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<td>1.2%</td>
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<td><strong>Hispanic males</strong></td>
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<td>2</td>
<td>6.9%</td>
<td>0</td>
<td>0.0%</td>
<td>1</td>
<td>0.6%</td>
</tr>
<tr>
<td><strong>Hispanic females</strong></td>
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<td>0.0%</td>
<td>1</td>
<td>3.4%</td>
<td>11</td>
<td>7.7%</td>
<td>13</td>
<td>8.1%</td>
</tr>
<tr>
<td><strong>Asian males</strong></td>
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<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Asian females</strong></td>
<td>0</td>
<td>0.0%</td>
<td>1</td>
<td>3.4%</td>
<td>1</td>
<td>0.7%</td>
<td>2</td>
<td>1.3%</td>
</tr>
<tr>
<td><strong>Other males</strong></td>
<td>0</td>
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<td>0.0%</td>
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<td>0.0%</td>
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</tr>
<tr>
<td><strong>Other females</strong></td>
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<td>0.7%</td>
<td>2</td>
<td>1.3%</td>
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<tr>
<td><strong>Total</strong></td>
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<td>29</td>
<td>100%</td>
<td>142</td>
<td>100%</td>
<td>169</td>
<td>100%</td>
</tr>
</tbody>
</table>

Prepared by OSCA
January, 2005