

Temporary Legal Clerk – Wicklow

The Legal Aid Board is an independent, publicly funded organisation which provides family mediation, civil legal aid & advice and vulnerable witness related services. We are also responsible for the administration of a number of ad hoc criminal legal aid schemes.

Applications are invited for the position of Temporary Legal Clerk in **Wicklow.** The Board has a vacancy to be filled in a temporary capacity for a minimum of 9 months.

Following a competition, a Panel will be established from which temporary positions may be filled in the 12 months following the Panel’s establishment.

**This position is not open to persons on the Roll of Solicitors.**

The salary for Legal Clerk ranges from €45,504 to €53,511 via 8 annual increments (which are subject to satisfactory service). Two long service increments, payable after a further 3 and 6 years, bring the salary scale to €55,074 and €56,544

The Board has family friendly policies and extensive opportunities for further training and education.

Candidates who currently satisfy the requirements set out in the information booklet are invited to submit a fully completed application form to:

**Human Resources**

**recruitment@legalaidboard.ie**

Closing date for receipt of applications: **Friday 20th December 2024 at 4pm**

Application forms and the information booklet are available on [*www.legalaidboard.ie*](file:///%5C%5Cdbsfs10%5CHR%24%5CCompetitions%5CCompetitions%202021%5CLegal%20Clerk%20-%20Tralee%20-%20October%202021%5CAdvertisement%20%26%20Documentation%5Cwww.legalaidboard.ie)

**The Legal Aid Board is an equal opportunities employer. We promote inclusivity and diversity in the workplace and actively welcome applicants from all backgrounds.**

**If you require accommodations to be made during the recruitment process, please let us know in advance and we would be happy to assist.**