United States Court of Appeals for the Sixth Circuit

AI Implementation & Delivery Specialist

Cincinnati, OH   Temporary Full Time
$81 - $94 Per Hour*

About the Court

The Sixth Circuit offers a positive culture with a team of dedicated professionals.

The United States Court of Appeals for the Sixth Circuit hears appeals from the courts located within the circuit and decisions of federal administrative agencies.

Headquartered in the historic Potter Stewart Courthouse in Cincinnati, the Sixth Circuit serves Kentucky, Michigan, Ohio, and Tennessee.

Do you enjoy developing and implementing AI initiatives? The United States Court of Appeals for the Sixth Circuit is seeking an Artificial Intelligence Implementation and Delivery Specialist to join our team for a temporary position starting on February 23 and ending April 30, 2026.

Overview of Duties

The AI Implementation & Delivery Specialist will support the deployment, integration, and delivery of the Sixth Circuit's internal AI capabilities. This role will help implement AI initiatives, including standing up the internal AI environment, integrating AI tools with existing systems, and delivering usable solutions based on emerging requirements from staff. This individual will work closely with IT leadership and stakeholders to translate organizational needs into functional AI-empowered tools and services. The major responsibilities and duties include the following:

- Assist with the deployment and configuration of the internal AI platform and supporting infrastructure.

- Collaborate with internal stakeholders to translate requirements into deliverable AI-enabled workflows or tools, including searching internal procedures, automating repeatable tasks, or building lightweight integrations.

- Support integration of AI capabilities with existing systems (e.g., document repositories, knowledge bases, internal portals) to enable secure, internal use.

- Troubleshoot and optimize AI performance addressing integration, access, or configuration issues.

- Provide technical guidance and documentation on AI implementations and usage patterns.

- Work collaboratively with IT, security, and operations teams to ensure AI deployments meet data privacy, security, and compliance requirements.

- Track progress, report project status, and assist with basic training or knowledge transfer to internal staff.

By the end of the assignment, the expected deliverables are:

1. AI Implementation Summary — Documenting AI deployment configurations, integrations, and implemented services.

2. Integration Documentation — Clear documentation on AI tool integration with existing systems and pathways for maintenance.

3. Operational Notes & Training Materials — Materials to help internal staff understand, use, and build on the deployed AI tools.

POSITION QUALIFICATIONS	**Required:** Bachelor's degree in Computer Science, Information Technology, or a related field, or equivalent professional experience. Demonstrated experience with software/system implementation or technical delivery roles. Familiarity with artificial intelligence implementation, integration, or deployment practices. Strong analytical and problem-solving skills, with the ability to translate technical concepts into practical solutions. Good interpersonal and communication skills, comfortable engaging with technical and non-technical stakeholders. Ability to work independently in a temporary, results-oriented role. **Preferred:** Experience with AI tools, LLM frameworks, private AI deployments, or knowledge retrieval systems. Prior experience in software integration, APIs, or technical delivery in enterprise environments. Exposure to data and document management best practices. Experience with user adoption, documentation, or training activities.
COMPETITIVE TOTAL REWARDS ――――― **WORK/LIFE BALANCE**	**Compensation*:** $81 - $94 Per Hour (*Salary commensurate with qualifications) **Benefits:** Employer subsidized health insurance plan. **Work/Life:** Earn 4 hours of sick leave per pay period (two weeks). Hybrid telework schedule may be available.

HOW TO APPLY

Please submit a single PDF application packet, including (1) a cover letter addressing your qualifications and experience in relation to the job duties *and* how you learned of the position, (2) a current resume, to the Director of Human Resources via the Resume button on our online application system. Position is open until filled; preference given to applications received by **January 23, 2026.**

Interviews may be scheduled on a rolling basis and take place prior to the 'received by' date listed above. Virtual interviews available.

CONDITIONS OF EMPLOYMENT

The selected candidate is provisionally hired pending results of background investigation and fingerprinting. Applicants selected for an interview must complete the Optional Background Information section on the Judiciary's application. The incumbent is required to complete a financial disclosure report.

Employees are required to adhere to the *Judicial Code of Conduct for Judicial Employees.* Electronic Fund Transfer for payroll direct deposit is required. Positions with the U.S. Courts are at-will, excepted service appointments, and may be terminated with or without cause by the Court. For citizenship requirements and additional information about careers in the Judiciary, visit www.uscourts.gov/careers. The Court reserves the right to modify the conditions of this announcement, or to withdraw the announcement for any reason without notice.

The United States Court of Appeals for the Sixth Circuit is an equal opportunity employer. For a reasonable accommodation during the recruitment process, contact Human Resources at humanresources@ca6.uscourts.gov or (513) 564-7250.