

Terrell County
is now accepting applications for
County Clerk/District Clerk

The County Clerk serves as clerk and custodian of records for the Commissioners Court, Constitutional County Court, and Statutory County Courts. Acts as a recorder and custodian of important public records, including all bonds, deeds, birth and death certificates, assumed names, and livestock brands, ensuring that records are maintained in a secure, archival manner. Issues marriage licenses and serves as the chief elections officer in most counties.

The District Clerk serves as the clerk and custodian of all records for the District Courts, indexes and secures all court records, collects filing fees, handles funds in litigation, and money awarded to minors. Coordinates the jury panel selection process, manages court registry funds, and may process passport applications.

Please submit a job application along with a resume in a sealed envelope to the County Judge's office by 5:00 pm January 16, 2026.

Applications can be picked up at the Clerk's office or printed online from the Terrell County website under Employment Opportunities.

The Commissioners Court will determine the appointee on Wednesday, January 21, 2026, in a Special Session.