

PUBLIC NOTICE

The Judicial Conference of the United States has authorized the appointment of a full-time United States magistrate judge for the District of North Dakota at Bismarck. The position will become available in November 2018. The magistrate judge will work directly for and with Chief Judge Daniel L. Hovland of the United States District Court.

The duties of the position are demanding and wide-ranging: (1) conduct preliminary proceedings in criminal and civil cases; (2) conduct trials and the disposition of misdemeanor cases; (3) conduct various pretrial matters and evidentiary proceedings on delegation from a district judge; (4) conduct trials and dispose of civil cases upon consent of the litigants; and (5) conduct pretrial and mediation/settlement conferences. The basic authority of a United States magistrate judge is set forth in [28 U.S.C. § 636](#).

To be qualified for appointment an applicant must:

- (1) Be, and have been for at least five years, a member in good standing of the bar of the highest court of a state, the District of Columbia, the Commonwealth of Puerto Rico, the Territory of Guam, the Commonwealth of the Northern Mariana Islands, or the Virgin Islands of the United States, and have been engaged in the active practice of law for a period of at least 5 years;
- (2) Be competent to perform all the duties of the office; be of good moral character; be emotionally stable and mature; be committed to equal justice under law; be in good health; be patient and courteous; and be capable of deliberation and decisiveness;
- (3) Be less than seventy (70) years old; and
- (4) Not be related to a judge of the district court.

A merit selection panel composed of attorneys and other members of the community will review all applicants and recommend to the district judge, in confidence, at least three (3) but not more than five (5) persons the panel considers best qualified. The court will make the appointment following a FBI full-field investigation and an IRS tax check of the applicant selected by the court for appointment. The individual selected must comply with the financial disclosure requirements pursuant to the [Ethics in Government Act of 1978, Pub. L. No. 95-521, 90 Stat. 1824 \(1978\)\(codified at 5 U.S.C. app. 4 §§ 101-111\)](#) as implemented by the Judicial Conference of the United States.

An affirmative effort will be made to give due consideration to all qualified applicants without regard to race, color, age, gender, religion, national origin, or disability. The essential function of courts is to dispense justice. An important component of this function is the creation and maintenance of diversity in the court system. A community's belief that a court dispenses justice is heightened when the court reflects the community's diversity. The United States District Court is an equal opportunity employer.

The current annual salary of the position is \$191,360. Other federal government benefits (e.g., holidays, life and health insurance, and retirement benefits) are applicable. The term of office is eight (8) years. The official duty station is at Bismarck, North Dakota.

Applicants must submit a detailed resume, noting education, work experience, legal experience (civil and/or criminal), knowledge of the court system, and experience with mediation and settlement processes. Applicants must also list the names, addresses and phone numbers of at least three (3) professional or personal references. Applications must be received no later than the close of business on Friday, February 17, 2018. Please submit applications electronically to the Clerk of Court at ndd_jobs@ndd.uscourts.gov. Documents in PDF format are preferred.

All applications will be kept confidential unless the applicant consents to disclosure. All applications will be examined only by members of the merit selection panel and the court. The merit selection panel's deliberations will remain confidential. Contact the Clerk of Court with questions at 701-530-2300.