

APPLICATION FORM  
**United States District Court, District of South Dakota**  
**UNITED STATES MAGISTRATE JUDGE**  
**Central Division - Pierre, South Dakota**

Please complete all sections thoroughly. If a question is not applicable to you, indicate so by marking "N/A".  
Please refer to Vacancy Announcement #09-20 for application instructions.

**GENERAL**

1. Full Legal Name: \_\_\_\_\_

2. All other names by which you have been known: \_\_\_\_\_

3. Office address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Office Telephone: \_\_\_\_\_

Email Address (will be used to contact applicant): \_\_\_\_\_

4. Residential address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

5. Place of birth (city/state): \_\_\_\_\_ Date of birth: \_\_\_\_\_

6. a) Length of residence in state: \_\_\_\_\_

b) I am a current resident in the District of South Dakota, or I would be willing to relocate at my own expense.  Yes  No

7. If you are a naturalized citizen, state the date and place of naturalization.

8. Military Service

Branch \_\_\_\_\_ Dates \_\_\_\_\_

Rank or Rate at Discharge \_\_\_\_\_ Type of Discharge \_\_\_\_\_

If still a reserve or National Guard member, give: service, branch, unit, and present rank:

9. Are you related by blood or marriage to any judges of this court?  Yes  No

If yes, give name(s) and relationship.

**HEALTH**

10. What is the present state of your health?

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11. Do you have any mental or physical impairment that would affect your ability to perform the duties of a magistrate judge with or without reasonable accommodation?

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**EDUCATION**

12. Colleges and universities attended, dates, and degrees:

College/University	Dates	Degrees

13. Continuing legal education courses completed within the last ten years (**provide copies of your annual CLE reports**):

**HONORS**

14. Were you a member of the law review?  Yes  No If yes, describe role:

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15. If you have published any legal books or articles, list them, giving citations and dates.

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16. List any honors, prizes, or awards you have received.

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**PROFESSIONAL ADMISSIONS**

17. List all courts (including state bar admissions) and administrative bodies having special admission requirements in which you are presently admitted to practice, giving the dates of admission in each case:

Court or Administrative Body	Date of Admission

18. State the names, addresses, and dates of employment for all law firms with which you have been associated in practice, all government agencies, and all private business organizations in which you have been employed. Also provide all dates during which you have practiced as a sole practitioner.

Organization	Address	Position	Dates

19. Describe the general nature of your current practice including any legal specialties and character of your typical clients; also, if your practice is substantially different now than previously, give details of prior practice.

20. a) Do you appear regularly in court?  Yes  No

b) What percentage of your appearances in the last five years were in:

- 1. Federal Courts \_\_\_\_\_ %
- 2. State of local courts of record \_\_\_\_\_ %
- 3. Administrative bodies \_\_\_\_\_ %
- 4. Other (please list) \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %

21. During the past five years, what percentage of your practice has been trial practice? \_\_\_\_\_ %

22. How frequently have you appeared in court? \_\_\_\_\_ times per month

23. How frequently have you appeared at administrative hearings? \_\_\_\_\_ times per month

24. What percentage of your practice involving litigation has been:

- Civil \_\_\_\_\_ %
- Criminal \_\_\_\_\_ %
- Other (please list) \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %

25. State the number of cases you have tried to conclusion in courts of record during the past five years, indicating whether you were sole, associate, or chief counsel. Give citations of any reported cases.

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26. Summarize your courtroom experience for the past five years.

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27. State the names and addresses of adversary counsel against whom you have litigated your primary cases over the past five years.

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**PUBLIC OFFICE**

28. Have you ever run for, or held, public office?     Yes     No    If yes, describe:

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**PRIOR JUDICIAL EXPERIENCE**

29. a) Have you ever held judicial office or been a candidate for judicial office? If so, state the courts involved and the dates of service, or dates of candidacy.

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b) If you have held judicial office, state the names and addresses of counsel who have appeared before you who would be knowledgeable of your work, temperament, and abilities.

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c) Prior quasi-judicial service:

Name of Agency \_\_\_\_\_

Position held \_\_\_\_\_

Hearings on what types of issues \_\_\_\_\_

Number of cases adjudicated \_\_\_\_\_

Dates of service \_\_\_\_\_

**BUSINESS INVOLVEMENT**

30. a) If you are now an officer, director, or otherwise engaged in the management of any business enterprise, state the name of such enterprise, the nature of the business, the nature of your duties, and whether you intend to resign such position immediately upon your appointment to judicial office.

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b) Since being admitted to the Bar, have you ever engaged in any occupation, business, or profession other than the practice of law?

Yes     No    If yes, provide details, including dates.

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c) During the past five years have you received any fees or compensation of any kind, other than for legal services rendered, from any business enterprise, institution, organization, or association of any kind?

Yes     No    If yes, identify the source of such compensation, the nature of the business enterprise, institution, organization or association involved, and the dates such compensation was paid.

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31. a) Have you ever been arrested, charged, or convicted for violation of any federal law, state law, county or municipal law, regulation, or ordinance? If yes, provide details. Do not include traffic violations for which a fine of \$200 or less was imposed unless it also included a jail sentence.

Yes     No

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b) Have you, to your knowledge, ever been under federal, state or local investigation for possible violation of a criminal statute?

Yes     No    If yes, provide details:

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32. a) Have you ever been sued by a client?

Yes     No    If yes, provide details:

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b) Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice?

Yes     No    If yes, provide details, including the amounts involved:

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33. Have you ever been charged in any civil or criminal proceedings with conduct alleged to involve moral turpitude, dishonesty, or unethical conduct?

Yes     No    If yes, provide details:

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34. Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct by any court, administrative agency, bar association, or other professional group?

Yes    No   If yes, provide details:

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35. Have you filed appropriate tax returns as required by federal, state, local, and other government authorities?

Yes    No   If no, explain.

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36. Have any liens or claims ever been instituted against you by federal, state or local authorities?

Yes    No   If yes, provide details:

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#### PROFESSIONAL AND OTHER ACTIVITIES

37. a) List all bar associations and legal professional societies of which you are a member. Provide the titles and dates of any office you have held in such groups, and/or committees to which you belonged.

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b) List all organizations and clubs, other than bar associations and professional societies identified in the response to the above question, of which you have been a member during the past ten years, including the titles and dates of any offices you have held in each such organization.

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c) Have you ever served on a merit selection panel to consider the appointment or reappointment of a United States magistrate judge in this district?

Yes    No   If yes, provide date(s) or appointment(s):

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#### SUPPLEMENTAL INFORMATION

38. State any achievements or actions you have accomplished, demonstrating your commitment to equal justice under the law.

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39. State any additional education or other experiences you believe would assist you in holding judicial office.

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40. State any other pertinent information reflecting positively or adversely on you which you believe should be disclosed to the district court and the selection panel in connection with your possible selection as United States magistrate judge.

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41. a) List three individuals as references who are familiar with your work history.

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

b) List three individuals as references who are familiar with your personal character.

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

CONFIDENTIALITY STATEMENT

This form will be kept confidential and will be examined only by members of the merit selection panel and the judges of the district court. The individuals whom you have listed as references above may be contacted by the panel, but no other employers, colleagues, or other individuals will be contacted without your prior approval.

I declare under penalty of perjury that the foregoing is true and correct.

Signature of Applicant

Date

\_\_\_\_\_

Applications must be received by close of business on Friday, November 6, 2020.

*The U.S. District Court, District of South Dakota reserves the right to amend or withdraw any announcement with or without written notice to applicants. If a subsequent vacancy of the same position becomes available within a reasonable amount of time of the original announcement, the Court Unit Executive has the right to select a candidate from the original qualified applicant pool.*

**THE UNITED STATES DISTRICT COURT DISTRICT OF SOUTH DAKOTA IS AN EQUAL OPPORTUNITY EMPLOYER.**