

**REQUEST FOR QUALIFICATIONS  
FOR  
CITY OF GOLDEN PRESIDING MUNICIPAL COURT JUDGE  
IN THE  
CITY OF GOLDEN, COLORADO**

**February 22, 2019**

## **Presiding Municipal Court Judge Position Announcement and Application Process:**

The City of Golden is soliciting applications and proposals for a Presiding Municipal Court Judge. The City of Golden is a Home Rule municipality nestled in the foothills of the Metro Denver area. The Municipal Judge serves at the pleasure of the City Council to provide judicial services consistent with the Code of Judicial Conduct and the charter and ordinances of the City of Golden.

The Municipal Judge must be available for weekly court and trials. The current schedule encompasses approximately 20-22 hours each month. Golden's current schedule (which can be changed with adequate notice) is:

Municipal Court: 8:00am-12:00pm the first 4 Mondays of every month. There is no court on a 5<sup>th</sup> Monday. This includes arraignment, pre-trials and miscellaneous hearings sessions.

Juvenile Court: 2:00pm-5:00pm on the 4<sup>th</sup> Monday of each month.

Trials: 1:00pm-4:30pm on the 2<sup>nd</sup> and 3<sup>rd</sup> Monday of each month approximately.

### **Qualifications:**

The incoming Presiding Judge must be licensed to practice law within the State of Colorado with a minimum of two years experience in the active practice of law. Previous experience as a judge is desirable. The selected candidate will possess a thorough knowledge of Municipal Court Rules of Procedure and Rules of Evidence. This person will have a strong work ethic and will promote respect in the courtroom with a dignified judicial demeanor. This person will have exceptional interpersonal and communications skills, including the ability to work collaboratively, inspire trust and relate easily to employees. This person will work with the highest levels of integrity and objectivity to promote public trust and confidence.

The person selected must take an oath of office, make judicial findings in conformance with the law, and comply with the Code of Judicial Conduct and be subject to the Rules of Professional Conduct in the State of Colorado as is applicable to this office.

A full background check is required to include references, criminal background investigation, valid Colorado driver's license and acceptable motor vehicle record.

The candidate selected shall be required to enter into a contract with the City prior to commencement of judicial duties.

**Compensation:**

Interested applicants must provide their annual salary requirements and the basis for determining such amount. Compensation and performance are subject to annual review with City Council.

**Application and Process Schedule:**

Friday, March 15, 2019: Application deadline. Applications submitted electronically by 5:00pm.

Council subcommittee selects 4-6 applicants for interviews by Council.

Thursday, April 11, 2019: All of Council interviews 2-3 applicants following regular Council meeting (assume between 8:00-9:00pm).

Thursday, April 25, 2019: All of Council interviews 2-3 applicants following regular Council meeting (assume between 8:00-9:00pm).

Thursday, April 25, 2019: Council meets to discuss applicants and select Municipal Judge.

Thursday, May 9, 2019: Formal appointment of Judge. Date will be determined when Judge will take office.

*Dates are projected and subject to change.*

If you are interested in this outstanding opportunity, please visit our website at [www.cityofgolden.net](http://www.cityofgolden.net) to view the Process Outline, Job Announcement and Application process.

***Please electronically submit a complete response to the applicant questions along with a cover letter, resume and professional references*** to Monica Mendoza, City Clerk at [mmendoza@cityofgolden.net](mailto:mmendoza@cityofgolden.net).

Questions may be submitted to:

Dave Williamson, City Attorney at [dwilliamson@WandHlaw.com](mailto:dwilliamson@WandHlaw.com)

or

Jason Slowinski, City Manager at [jslowinski@cityofgolden.net](mailto:jslowinski@cityofgolden.net)