

**PUBLIC NOTICE**  
**APPOINTMENT OF U.S. MAGISTRATE JUDGE**  
**Western District of Missouri – Central Division**

The Judicial Conference of the United States has authorized a full-time eight-year appointment as United States Magistrate Judge for the Western District of Missouri. The position will be located in Jefferson City to fill the vacancy created by the planned retirement of Judge Robert E. Larsen on May 31, 2017.

The duties of the position are demanding and wide-ranging such as: (1) conduct of most preliminary proceedings in criminal cases; (2) trial and disposition of misdemeanor cases; (3) conduct of various pretrial matters and evidentiary proceedings on delegation from a District Judge; and (4) trial and disposition of civil cases upon consent of the litigants. The basic authority of a United States Magistrate Judge is specified 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 five years (with some substitutes authorized);
- (2) Be competent to perform all the duties of the office; possess, and have a reputation for, integrity and good character; have demonstrated, a commitment to equal justice under the law and outstanding legal ability and competence; be emotionally stable and mature; be committed to equal justice under the law; be in good health; be patient and courteous; and be capable of deliberation and decisiveness; and indicate by demeanor, character, and personality that the applicant would exhibit judicial temperament if appointed;
- (3) Be less than seventy years old; and
- (4) Not be related by blood or marriage to a judge of the United States District Court within the degrees specified in 28 U.S.C. § 458, at the time of the initial appointment.

A merit selection panel composed of attorneys and other members of the community will review all applicants and recommend to the District Judges, in confidence, the five persons it considers best qualified. The Court will make the appointment following an FBI full-field investigation and an IRS tax check of the applicant selected by the Court, with such appointment effective after May 31, 2017. The current annual salary of the position is \$188,692. Applicants shall be considered without regard to race, color, age, gender, religion, national origin or disability. The individual selected must comply with the financial disclosure requirements pursuant to the Ethics in Government Act of 1978, Pub. L. No. 95-521, 92 Stat. 1824 (1978) (codified as amended at 5 U.S.C. app. §§ 101-111).

The application form is attached to this notice. More information on the magistrate judge position may be obtained from the Clerk of the District Court. Application packets should include the completed application, a cover letter and resume and no more than three letters of recommendation. Application packets must be submitted to the mailing or email address below and only by the applicant personally, indicating their willingness to serve if selected. **The required documents must be received by Tuesday, February 28, 2017.**

Paige Wymore-Wynn, Court Executive  
United States District Court  
Charles E. Whittaker Courthouse  
400 East 9th Street, Room 1510  
Kansas City, Missouri 64106  
816-512-5075

To ensure impartiality, please do not have your references contact the Court or members of the merit selection panel directly. All applications will be kept confidential, unless the applicant consents to disclosure, and all applications will be examined only by members of the merit selection panel and the Judges of the District Court. The panel's deliberations will remain confidential. The U.S. Courts are equal opportunity employers.

**APPLICATION FORM**  
**UNITED STATES MAGISTRATE JUDGE**  
**WESTERN DISTRICT OF MISSOURI – CENTRAL DIVISION**  
**(Jefferson City, Missouri)**

Please answer all questions. If a question is not applicable, indicate this by marking "N/A." **Return the completed form by Tuesday, February 28, 2017.** Submit applications to:

Paige Wymore-Wynn, Court Executive  
United States District Court  
Charles E. Whittaker Courthouse  
400 East 9th Street, Room 1510  
Kansas City, Missouri 64106  
816-512-5075

**GENERAL**

1. Full Legal Name: \_\_\_\_\_
2. All other names by which you have been known: \_\_\_\_\_  
\_\_\_\_\_
3. Office address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Office Telephone: \_\_\_\_\_  
Email Address (will be used to contact applicant): \_\_\_\_\_
4. Residential address: \_\_\_\_\_  
City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
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 of the Central Division of the Western District of Missouri, 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: from \_\_\_\_\_ to \_\_\_\_\_  
Rank or Rate of 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. \_\_\_\_\_

THE DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER

## HEALTH

10. What is the present state of your health?
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?

## 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 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:

<b>Court or Administrative Body</b>	<b>Date of Admission</b>

**LAW PRACTICE**

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.

<b>Organization</b>	<b>Address</b>	<b>Position</b>	<b>Dates</b>

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.

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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 or local courts of records \_\_\_\_\_ %
- 3. Administrative bodies \_\_\_\_\_ %
- 4. Other \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %

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 \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %
- \_\_\_\_\_ %

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.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 type 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, give details, including dates.

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c) During the past five years have you received any fees or compensation for 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?

Yes  No If yes, give details. (Do not include traffic violations for which a fine of \$200 or less was imposed unless it also included a jail sentence.)

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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, give details.

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32. a) Have you ever been sued by a client?  Yes  No If yes, give particulars.

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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, give particulars, including the amounts included.

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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, give particulars.

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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, give particulars.

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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 the federal, state or local authorities?

Yes  No

If yes, explain.

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### PROFESSIONAL AND OTHER ACTIVITIES

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

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b) List all organizations and clubs, other than bar associations and professional societies identified in response to Question No. 37.a), 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, please 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 abilities.

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 \_\_\_\_\_