**PUBLIC NOTICE**

**NOTICE OF THE VACANCY IN THE OFFICE OF DISTRICT ASSOCIATE JUDGE**

The Buena Vista, Cherokee, Clay and O’Brien County Judicial Magistrate Appointing Commissions will meet in the District Courtroom of the Clay County Courthouse located at 215 West 4th Street in Spencer, Iowa, on July 27, 2018, beginning at 10:00 a.m. for the purpose of interviewing and nominating three (3) applicants to fill one (1) vacant position of District Associate Judge in Sub-District 3A for a term commencing after such appointment. An organizational meeting of the commissions will be held preceding the interviews beginning at 9:00 a.m.

The District Judges of Sub-District 3A will interview the three nominees chosen on August 10, 2018, at a location and time to be determined, following which one (1) nominee will be appointed to fill the vacant position.

All applicants must be an attorney licensed to practice law in the State of Iowa. Applicants must be a resident of the 3A judicial sub-district at the time of appointment, and must be able to complete the initial term of office prior to reaching age 72. The duties of this position shall include (1) coverage of all criminal cases and civil actions within district associate court jurisdiction in Buena Vista, Cherokee, and Clay Counties; (2) shared coverage of all criminal cases within district associate court jurisdiction in O’Brien County; (3) emergency coverage of all mental health and substance abuse commitment cases in Buena Vista and Cherokee Counties; (4) coverage of all mental health and substance abuse commitment hearings in Buena Vista, Cherokee, and Clay Counties; (5) coverage of all juvenile court cases in Clay County; (6) coverage of all of the duties of a magistrate in the county in which the appointee resides or one of the contiguous counties; (7) coverage of some of the magistrate-level civil cases in the remaining three (3) counties; and, (8) such other duties as authorized by the Chief Judge of the Third Judicial District. Additional information concerning, duties, qualifications and a summary of benefits can be obtained with the application.

Applications for this position shall be obtained by emailing Acting District Court Administrator Pam Calhoun at [pam.calhoun@iowacourts.gov](mailto:pam.calhoun@iowacourts.gov). **Applications must be submitted no later than, July 18, 2018, at 4:00 p.m.** by emailing completed applications to [pam.calhoun@iowacourts.gov](mailto:pam.calhoun@iowacourts.gov) and copies to Judges David A. Lester and Nancy L. Whittenburg pursuant to the instructions on the Information Form. Applicants shall appear for an interview before the Commissions on July 27, 2018, at a scheduled time to be determined later. The interviews are open to all interested persons.

Applicants and an individual member or members of the Commissions may schedule and conduct individual interviews prior to the July 27, 2018, meeting; however, the applicants and members of the Commissions are not required to do so.