

**Iowa Judicial Branch**  
**Application for a District Court Judge or District Associate Judge Position**

Revised: 7-25-2022

<b>Instructions for Applicants</b>
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The District Judicial Nominating Commission for Judicial Election District 5-C is currently accepting applications for a **District Associate Judge** position. There are two parts to the application:

***Background Information Form***

***Judicial Application Form***

**How to obtain the forms:**

To obtain the electronic versions of the forms via email, please email the District Court Administration Office at: **Jennifer.webster@iowacourts.gov**.

**Instructions for Saving and Submitting the Application Documents**

1. After completing each form, print a copy of each and **sign** each part on the last page.
2. Scan and save each form as a PDF document using the following format for naming the documents:  
[Lastname]-Background.Information.pdf  
[Lastname]-Judicial.Application.pdf
3. Save at least three writing samples (see #19 in the judicial application form) as separate PDF documents using this filename format:  
[Lastname]-WritingSample1.pdf  
[Lastname]-WritingSample2.pdf  
[Lastname]-WritingSample3.pdf
4. Email all these documents to the Commission Chair, c/o Jennifer Webster:  
**Jennifer.webster@iowacourts.gov**.
5. Email the judicial application materials, excluding the background check form to each of the Commission members. (Email addresses can be found in the Notice of Judicial Vacancy.)
6. Mail or personally deliver the original copies of your application with your signature and paper copies of your writing sample(s) to:

Scott D. Rosenberg, Chairperson  
C/O Jennifer Webster  
5-C Judicial Nominating Commission  
500 Mulberry St.  
Des Moines, IA 50309

7. Applications must be received no later than 4:00 P.M. on August 22, 2022.