

Iowa Judicial Branch
Application Instructions for a District Court Judge Position

Instructions for Applicants

The District Judicial Nominating Commission for Judicial Election District 2B is currently accepting applications for a **District Court Judge** position. There are two parts to the application:

District Joint Judicial Application form

District Joint Background Information form

Both documents are available on the Iowa Judicial Nominating Commissions website at:

<https://www.iowajnc.gov/district-commissions/judicial-district-2>

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 District Court Administration: bill.watson@iowacourts.gov
5. Mail or personally deliver the original copies of all documents (with your hand-written signature) and paper copies of your writing sample(s) to:

Bill Watson
Assistant District Court Administrator
701 Central Ave. 4th Floor
Fort Dodge, IA 50501
6. By the deadline email all application materials (application, background & writing samples) to each of the Commission members. Email addresses can be found in the Notice of Judicial Vacancy at:
<https://www.iowajnc.gov/district-commissions/judicial-district-2>
7. Applications, including original paper copies, must be **received** no later than October 1, 2021 at 4:00 PM.