

Iowa Judicial Branch
Application for a District Associate Judge Position

Revised: 8-2-2019

Instructions for Applicants

The County Magistrate Appointing Commission for Scott County is currently accepting applications for one (1) **District Associate Court Judge** position.

There are three parts to the application. Each part is a separate document.

Part 1: *Personal Background Information Form.* It provides the County Magistrate Appointing Commission with an applicant's pertinent background information. Based on advice of legal counsel, the Commission will treat this part as a **public record** pursuant to Iowa Code section 22.1(3), so it will be available to the public upon request. If you believe you cannot fully respond to a question in Part 1 without disclosing information that is confidential under state or federal law, please submit that part of your answer with the legal basis for confidentiality on a separate sheet that you mark "confidential."

Part 2A: *Confidential Information Form.*

Part 2B: *Confidential Information, Disclosure and Release Form.*

How to obtain the forms:

All three forms are Microsoft Word documents. To obtain the application forms please contact Kathy Gaylord, District Court Administrator, (563) 326-8783 or or email: kathy.gaylord@iowacourts.gov

Mail or personally deliver the original copies of Parts 1, 2A, 2B (with your hand-written signature), paper copies of your writing sample(s), a copy of your TransUnion Credit Report, and evidence of Legal Malpractice Insurance coverage to Kathy Gaylord, District Court Administrator, Scott County Courthouse, 400 W. 4th Street, Davenport, IA 52801.

Copies of Parts 1, 2A and writing samples shall also be delivered to each commission member by the applicant. The names and contact information is provided in a cover sheet attached to the application packet (Notice to Candidates for Nomination). Note: do not provide a copy of your evidence of Legal Malpractice Insurance coverage, TransUnion Credit Report and Part 2B to the Commissioners.

Applications must be received no later than: Monday, August 30, 2021 at 4:30 PM.