



**PUBLIC NOTICE:**  
**APPOINTMENT OF NEW MAGISTRATE JUDGE**

The Judicial Conference of the United States has authorized the appointment of a United States Magistrate Judge for the District of Kansas at Wichita, Kansas. The essential function of courts is to dispense justice. An important component of this function is the creation and maintenance of diversity in the court system. A community's belief that a court dispenses justice is heightened when the court reflects the community's racial, ethnic, and gender diversity.

The duties of the position are demanding and wide-ranging: 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;
- (2) Have been engaged in the active practice of law for a period of at least five years (with some substitutes authorized);
- (3) Be competent to perform all the duties of the office; be of good moral character; be committed to equal justice under the law; be patient and courteous; and be capable of deliberation and decisiveness;
- (4) Be less than seventy years old; and
- (5) Not be related to a judge of the District Court.

A merit selection panel composed of attorneys and other members of the community will review all applications 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 for appointment. 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 at 5 U.S.C. app. §§ 101-111) as implemented by the Judicial Conference of the United States. An affirmative effort will be made to give due consideration to all qualified applicants without regard to race, color, religion, sex, sexual orientation, national origin, age, or disability. The current annual salary of the position is \$213,992. The term of office is eight years.

To be considered for this Magistrate Judge appointment, please submit a single pdf file which contains, in this order, 1) Cover Letter, 2) Curriculum Vitae, 3) Magistrate Judge Application Form, and 4) a writing sample.

Application form and more information on the magistrate judge position in this court may be obtained on the court's Internet website at [Magistrate Judge Vacancy | District of Kansas | United States District Court \(uscourts.gov\)](#). Applications must be submitted only by applicants themselves (and not on behalf of another person) and must be received no later than January 31, 2023. Please note that the court is not accepting letters of recommendation at this time. Applications must be submitted via email to:

[hr@ksd.uscourts.gov](mailto:hr@ksd.uscourts.gov)

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 and staff of the district court. The court has directed that the panel's deliberations remain confidential.

The court will not reimburse expenses incurred in conjunction with the application or interview process. This appointment is subject to the [Code of Conduct for United States Judges](#). Additional questions may be directed to the clerk of the district court:

Skyler B. O'Hara, Clerk of Court  
United States District Court  
259 United States Courthouse  
500 State Avenue  
Kansas City, Kansas 66101  
(913) 735-2220