



U.S. District Court  
Chief Judge Eric F. Melgren  
Clerk of Court Skyler B. O'Hara  
Robert J. Dole U.S. Courthouse  
500 State Avenue  
Kansas City, KS 66101

### **NOTICE OF VACANCY FOR U.S. MAGISTRATE JUDGE**

The Judicial Conference of the United States has authorized the appointment of a full-time **U.S. Magistrate Judge for the U.S. District Court, District of Kansas, at Kansas City, Kansas**. The duties of the position are demanding and wide-ranging. Those duties include 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 U.S. Magistrate Judge is specified in [28 U.S.C. § 636](#) and [Local Rule 72.1](#).

To be qualified for appointment, an applicant must:

- 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 United States Virgin Islands.
- Have been engaged in the active practice of law for a period of at least five years (with some substitutes authorized).
- Be competent to perform all the duties of the office; be of good moral character; be emotionally stable and mature; be committed to equal justice under the law; be in good health; be patient and courteous; and be capable of deliberation and decisiveness.
- Be less than 70 years old.
- Not be related by blood or marriage to a judge of the District Court, District of Kansas

### **SALARY AND BENEFITS**

The current salary of the position is \$227,608 per year. The term of office is eight years; incumbents may be reappointed to successive terms. Magistrate Judges participate in federal benefits, including health, dental, vision, life insurance. They are eligible for the [Judicial Retirement System](#), which provides the judge with an annuity of full salary and benefits for life at age 65 with at least 14 years' service with the option to elect a survivor annuitant. Less than 14 years but at least 8 years qualifies the judge for a prorated annuity.

### **SELECTION PROCESS**

A Merit Selection Panel comprised of attorneys and members of the community will review all applications, conduct interviews and reference checks, and recommend to the District Judges in confidence the five persons whom it finds to be best qualified. The Court will conduct its own interviews and make the appointment following an FBI full-field investigation and IRS tax check of the applicant selected by the Court for appointment. The individual selected must comply with the financial disclosure requirements under the [Ethics in Government Act of 1978](#), Pub. L. No. 95-521, 92 Stat. 1824 (1978) (codified at 5 U.S.C. app. 4 §§ 101-111), as implemented by the Judicial Conference of the United States.

Applications will be kept confidential among the court and Merit Selection Panel. All applications will be examined only by members and staff of the Merit Selection Panel and the Court's District Judges. However, if selected for interview in front of the Merit Selection Panel, candidates will be required to sign a waiver of confidentiality allowing panelists and/or court to conduct reference checks. The Panel's deliberations will remain confidential. All qualified candidates will be evaluated without regard to race, color, age (40 and over), gender, religion, national origin, or disability.

### **APPLICATION PROCEDURE**

To apply, follow the application instructions provided on the Court's website at <https://ksd.uscourts.gov/magistrate>. All application materials must be submitted by the applicant personally and be received as specified in the application instructions no later than Midnight Central Time on August 31, 2025.