St. Joseph County  
Judicial Nominating Commission

Application for the St. Joseph Superior Court

Any person who applies to be a judge of the St. Joseph Superior Court must be: (1) domiciled in St. Joseph County; (2) a citizen of the United States; and (3) admitted to the practice of law in Indiana.

Under the relevant statute, the Commission evaluates each eligible applicant considering the following factors:

* Law school record
* Contribution to scholarly journals and publications, legislative drafting, and legal briefs
* Activities in public service
* Legal experience
* Probable judicial temperament
* Physical condition, including possible habitual intemperance
* Personality traits, including the exercise of sound judgment, ability to compromise and conciliate patience, decisiveness, and dedication
* Membership on boards of directors, financial interests, and any other consideration that might create a conflict of interest with a judicial office
* Any other pertinent information that the Commission feels is important in selecting the best qualified individuals for judicial office

The Commission shall not consider the political affiliations of any eligible candidate.

# General Information

* 1. Full legal name and any former names, including dates when former names were used
  2. State the full name (use initials for minor children), age, and relationship of each person residing in your household. For each adult living in the household (other than yourself), also state the person’s occupation and employer.
  3. Business address, email, and telephone number

# Law License

* 1. Provide your Indiana attorney number, date of admission, and your current law license status (i.e., active/inactive/retired).
  2. If you are or have been a member of the bar in any other state, identify the jurisdiction, provide date(s) of admission, and current license status.

# Date & place of birth

* 1. Are you a citizen of the United States of America?
  2. Are you domiciled in St. Joseph County, Indiana? If yes, when did you first become domiciled in St. Joseph County?

# Post-Secondary Education/Military Experience

* 1. List all undergraduate colleges and universities you attended. Include the school’s name; dates enrolled; degree or certificate earned; and any academic honors, awards, or scholarships you received and when.
  2. If applicable, list any military service. Include the name of the military branch; dates of service; last rank achieved; and any honors, awards, or commendations received and when. As part of your Supplemental Materials, attach a copy of your Certificate of Release or Discharge from active duty (“DD 214” paperwork).

# Graduate & Legal Education

* 1. List all law schools, graduate schools, and post-J.D. programs attended. Include the school’s name; dates enrolled; degree or certificate earned; class rank; grade point average; and any academic honors, awards, or scholarships you received and when. As part of your Supplemental Materials, attach a transcript from each school.

# Employment

* 1. Provide your complete employment history since graduation from college. Include name of employer, titles or positions, locations, and dates of employment.
  2. If you are now an officer or director of any business organization or otherwise participate in the management of any business enterprise, identify the name of the enterprise, the nature of the business, the title of your position, and the nature of your duties. If you are appointed to fill the current judicial vacancy, do you intend to resign such officer or director positions and give up any other participation in the management of any of the foregoing enterprises? If not, explain.

# Experience

## Judicial Experience (skip to 7b if you have never served as a judicial officer)

* + 1. Describe the nature and extent of your judicial experience (including as a magistrate or judge pro tempore). Describe the types of matters and provide a rough percentage of each type of case you have heard. Include a description of your experience presiding over jury trials, if any.
    2. List the three attorneys who have appeared most frequently before you in the last five years of your judicial service.
    3. Indicate how many jury trials have you presided over in the last five years of your judicial service.
    4. Indicate how many bench trials lasting more than a half-day have you presided over in the last five years of your judicial service.
    5. Describe up to three of the most significant legal matters you have personally handled as a judicial officer and give citations if the cases were reported. For each case, provide a concise summary of its substance and a succinct statement of its significance.
    6. Summarize your experience practicing law before becoming a judicial officer. Describe the general nature of your legal practice. Indicate your typical clients and practice area(s) in which you had particular experience. Comment on how your legal practice prepared you to be a judicial officer.

## **Experience Practicing Law**

* + 1. Describe the general nature of your legal practice during the past five years. Indicate your typical clients and practice area(s) in which you have particular experience. If the nature of your practice has been substantially different at any time in the past, give details, including the nature of such practice and the periods involved.
    2. Answer the following questions considering the last five years of your legal practice:
       1. Do you regularly appear in court?
       2. What percentage of your court appearances in the last five years were in:
          1. Federal courts?
          2. State courts?
          3. Administrative agencies?
       3. What percentage of your practice is civil?
       4. What percentage of your practice is criminal?
       5. What percentage of your practice is litigation?
       6. How many cases have you tried in the last five years?
          1. What percentage were jury trials? Describe the extent of your experience if any.
          2. What percentage were bench trials? Describe the extent of your experience if any.
    3. Provide the name and judicial office held by up to three judges before whom you have appeared the most during the last five years.

## Significant Legal Accomplishments

* + 1. Describe up to three of the most significant legal matters you have personally handled and give citations. For each case, provide a concise summary of its substance and a succinct statement of its significance. Describe the parties whom you represented, and also describe your role in detail.
    2. If you have accomplished something during your legal career that you believe is both noteworthy and relevant to this application, briefly recite those accomplishments below.

# Writing Samples

As part of your Supplemental Materials, submit one writing sample from the written materials listed below in **Questions 8a through 8c**. Your writing sample should not exceed 20 pages.

* 1. If applicable, list up to three trial or appellate briefs and/or judicial opinions you have written. Refer to them by caption, case number, and filing date.
  2. If applicable, list up to three legislative drafts or court rules you have written or to which you contributed significantly. Refer to them by official citation, date, and subject matter.
  3. If applicable, list up to three of your contributions to legal journals or other legal publications. Provide titles, official citations, and a brief description of the subject matter.

# Political or Government Experience

* 1. Have you ever held public office other than a judicial office, or have you ever been a candidate for a non-judicial public office, or otherwise been appointed to a public office? If so, provide details, including the offices involved, whether elected or appointed, and the length of your service.

# Legal, Civic, and Community Involvement

* 1. Describe your efforts, achievements, or contributions (including written work, speeches, or presentations) toward improving the law, the legal system, or the administration of justice. Describe any management or leadership roles you undertook to achieve these goals, and any specific instances in which your collaborative efforts helped achieve these goals.
  2. Describe the nature and extent of any pro bono legal services you have provided.
  3. If applicable, indicate your experience teaching law. Provide the dates, names of institutions or programs, and a description of the subject matter taught.
  4. Describe your efforts, achievements, or contributions (including written work, speeches, or presentations) concerning civic, political, or social issues. Describe any management or leadership roles you undertook in this area, and any specific instances in which your collaborative efforts in this area led to a successful result.
  5. Describe your efforts, achievements, or contributions (including written work, speeches, or presentations) to improve your local, state, or national community through charitable work or public service. Describe any management or leadership roles you undertook in this area, and any specific instances in which your collaborative efforts in this area led to a successful result.
  6. List any memberships and offices you have held in professional organizations, including dates, and describe the purposes of the organizations and of your involvement.
  7. List any memberships and offices you have held in civic, charitable, or service organizations, including dates and descriptions of the mission of each organization and of your involvement.
  8. If you have taken a visible role in matters of significant public interest or controversy, briefly describe the circumstances.
  9. List any memberships you hold in social clubs or organizations. Do any of these organizations restrict membership on the basis of race, ethnicity, sex, religion, or national origin?
  10. Describe your hobbies and other leisure activities.

# Miscellaneous

* 1. If you have been disciplined or cautioned, formally or informally, by the Indiana Supreme Court Disciplinary Commission, by the Indiana Commission on Judicial Qualifications, by the Indiana Supreme Court, or by comparable entities in any other jurisdiction, identify each instance by date, case number (if applicable), and describe the circumstances and the nature of the outcome or resolution.
  2. List any lawsuits or legal proceedings in any jurisdiction to which you have been a party, including but not limited to bankruptcies, dissolutions of marriage, and criminal matters. Provide dates, case numbers, courts, names of other parties, and a brief explanation of the nature of the case. (If minor children are involved [e.g., an adoption], use initials only.)
  3. Have you ever been sued by a client? If so, explain.
  4. If you ever have been investigated, arrested, or cited for any violation of the law (other than for routine traffic violations) provide dates, jurisdictions, and an explanation of each event and its resolution.
  5. If you have ever been the subject of a background investigation for a state or federal position or security clearance, identify the position, the date, and the outcome of the investigation.
  6. Have you timely and regularly filed tax returns for all jurisdictions for which you were required to do so?
  7. Explain if you have any outstanding federal, state, or local tax obligations.
  8. Has a tax lien ever been imposed on your property?
  9. List any current child-support arrearages for which you are responsible and any past child-support arrearages that required judicial intervention of any kind to resolve.
  10. State any other information, whether it reflects on you favorably or unfavorably, that you believe should be disclosed in connection with the Commission’s consideration of your application for this judicial vacancy.

# Health

* 1. As part of your Supplemental Materials, attach a statement signed by your physician within the last year describing your general physical condition.
  2. Within the past three years, note whether you have been diagnosed or treated for an emotional or mental condition or illness, including any condition that involves treatment for drug or alcohol abuse. If so, provide the dates of assessment or treatment and the names and addresses of your doctors or other treatment providers.
  3. State whether you can perform the essential functions of a judge on the St. Joseph Superior Court, with or without reasonable accommodation.

# References

You are responsible to notify any references that this information is being supplied to the St. Joseph County Judicial Nominating Commission. Provide the name, business address, telephone number, and email address of:

* 1. Three attorneys who have been your professional adversaries in your practice or who have litigated substantial cases in your court and who could comment on your qualifications for appointment.
  2. Three professional references other than those listed in **Question 13a**
  3. Three personal references other than those listed in **Question 13a or 13b**