

Municipal Court Judge Interview Questions

Position Information and Key Duties

- Primary duties include:
 - Hold weekly arraignments, trials, and continuances
 - Accept pleas
 - Conduct sentencing
 - Work with Municipal Court staff, City attorneys, staff in the City Manager's Office, and the City Council to develop municipal court programs and policies

Salary & Benefits

- The Council adopts the rate per hour by resolution (currently \$182 per hour) and those rates are subject to change if warranted by market conditions and approved by the City Council. The City reserves the right to negotiate compensation.
- This is not a benefits eligible position.

Interview Logistics

- Start with introductions.
- We have 30 minutes for the interview and 6 questions.
- If time remains, you will have an opportunity to share any additional information you may feel is important for us to know or to ask us questions.

Municipal Court Judge Interview

Date: _____

Candidate: _____

Interviewer: _____

1. Take a few minutes to tell us about yourself, your background and other key elements of your personal and professional life that have prepared and motivated you to apply for this position.
2. Success in this position will require building a constructive relationship with other court staff. What would you do to foster such a relationship, in-person as well as remotely? Please provide some examples of how you have done so in your other work experience.
 - a. The Court Manager reports to the Assistant Finance Director. How would you work with that situation?
3. In your view, what is the appropriate relationship between the Municipal Court Judge and the Police Department? What is the appropriate relationship between the Municipal Court Judge and the City Council? How much contact is permissible?

4. There may be disagreements or even conflict among staff about how to approach a problem or challenge facing the court, from administration to policy and programs. How do you approach such circumstances? Please provide an example from your previous work experience that illustrates your approach.
5. Please describe your approach to diversion programs. When are they appropriate and how extensively should a municipal court use them?
6. Describe your experience in serving underrepresented communities. What did you learn from this experience and how might those lessons show up in your courtroom?
7. Are there any questions you would like to ask?