

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

The Judges of the Eastern District of Virginia are authorized to appoint a full-time United States magistrate judge for the Eastern District of Virginia at Richmond.

The duties of the position include the following: (1) conduct most preliminary proceedings in criminal cases; (2) trial and disposition of misdemeanor cases; (3) conduct various pretrial matters and evidentiary proceedings on delegation from the judges of the district court; (4) trial and disposition of civil cases upon consent of the litigants; and (5) review of Social Security Administration disability determinations. The basic jurisdiction of the 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, and have been engaged in the active practice of law for a period of at least five years;
- (2) 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;
- (3) Be less than seventy years old; and
- (4) 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 applicants and recommend to the judges of the district court, 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, 90 Stat. 1824 (1978) (codified at 5 U.S.C. app. 4 §§ 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 candidates, including women and members of minority groups. The current annual salary of the position is \$199,088. The term of office is eight years.

Application forms and or information on the magistrate judge position may be obtained from Sharon A. Cooke, Division Manager, United States District Court, 701 E. Broad Street, Richmond, Virginia, 23219. Application forms are also available on the internet website at [www.vaed.uscourts.gov](http://www.vaed.uscourts.gov)

Applications must be submitted in a clearly marked sealed envelope, **Attn: Division Manager, Sharon Cooke, USMJ Application Form**, and only by applicants personally at the Clerk's Office drop box in the Richmond Courthouse, and **must be received by the Division Manager at the court address noted by November 9, 2020.**

All applicants will be kept confidential, unless the applicant consents to disclosure, and all applicants will be examined only by members of the Merit Selection Panel and the judges of the district court. The panel's deliberations will remain confidential.