



# UNITED STATES DISTRICT COURT

## District of Minnesota

Richard D. Sletten, Clerk

Warren E. Burger Federal  
Building and U.S. Courthouse  
316 North Robert Street  
Suite 100  
St. Paul, MN 55101  
(651) 848-1100

U.S. Courthouse  
300 South Fourth Street  
Suite 202  
Minneapolis, MN 55415  
(612) 664-5000

Gerald W. Heaney Federal Building  
and U.S. Courthouse and Customhouse  
515 West First Street  
Suite 417  
Duluth, MN 55802  
(218) 529-3500

Edward J. Devitt U.S. Courthouse  
and Federal Building  
118 South Mill Street  
Suite 212  
Fergus Falls, MN 56537  
(218) 739-5758

## Notice of U.S. Magistrate Judge Vacancies

**Date: May 14, 2014**  
**Contact: Tricia Pepin**  
**(612) 664-5129**

The Judicial Conference of the United States has authorized the appointment of one full-time and one part-time United States Magistrate Judge for the United States District Court for the District of Minnesota. These vacancies were created by Magistrate Judge Jeanne J. Graham and Magistrate Judge Mary Kay Klein's upcoming retirements.

A Merit Selection Panel, comprised of attorneys and members of the community, will be appointed for each vacancy. Each Panel will review applications in confidence and recommend to the District Judges of the U.S. District Court the persons it considers best qualified to fill the position. The Court will interview the finalists and make the appointment, following an FBI full-field investigation and an IRS tax check of the applicant selected by the Court. An affirmative effort will be made to give due consideration to all qualified candidates, including women and members of minority groups.

The salary of the full-time position is \$181,332 per year and the position will be located in Minneapolis or St. Paul. The term of office for a full-time magistrate judge is eight years; incumbents may be reappointed to successive terms. The salary of the part-time position is \$13,439 per year and the position will be located in Bemidji. The term of office for a part-time magistrate judge is four years; incumbents may be reappointed to successive terms.

Applications are invited from individuals who meet the following qualifications:

- A current member and a member in good standing for at least five years in the bar of the highest court of a state;
- Engaged in the active practice of law for at least five years;
- Competent to perform all the duties of the office as specified in 28 U.S.C. § 636;
- Less than 70 years old; and

- Not related to a judge of the U.S. District Court.

The duties of Magistrate Judges are enumerated in 28 U.S.C. § 636 and Local Rule 72.1. The duties of the full-time magistrate judge include presiding over initial proceedings in criminal cases; trials of misdemeanor cases, including petty offenses; pretrial matters and other proceedings in civil and criminal cases; conducting civil settlement conferences; and disposition of civil cases with the consent of the parties.

The duties of the part-time magistrate judge in Bemidji include presiding over initial proceedings in criminal cases and trials of misdemeanor cases, including petty offenses; pretrial matters.

All applications will be kept confidential, unless the applicant consents to disclosure. All applications will be examined only by members and staff of the applicable Merit Selection Panel and the District Judges of the U.S. District Court. The Panel's deliberations will remain confidential.

To apply, follow the application instructions provided on the Court's website at [www.mnd.uscourts.gov](http://www.mnd.uscourts.gov). All application materials **must be received at the address below, no later than 5:00 p.m. Central Time on Monday, June 16, 2014.**

U.S. District Court, District of Minnesota  
ATTN: Tricia Pepin, Chief Deputy Clerk  
U.S. Courthouse  
300 S. 4th St., Ste. 202  
Minneapolis, MN 55415