



SUPERIOR COURT OF ORANGE COUNTY

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<http://www.occourts.org/employment>

INVITES APPLICATIONS FOR THE POSITION OF:

Superior Court Commissioner

An Equal Opportunity Employer

SALARY

\$16,374.82 - Monthly

ISSUE DATE: 05/01/23

FINAL FILING DATE: 06/09/23.

THE POSITION

**The Superior Court of California, County of Orange
is now accepting applications for:**

SUPERIOR COURT COMMISSIONER

Salary: Approximately \$16,374.82 monthly

Deadline to apply is Friday, June 9, 2023, at 5:00 p.m. PST.

The Orange County Superior Court is the third largest court of general jurisdiction in California. We have courthouses throughout the county, including locations in Orange, Westminster, Fullerton, Newport Beach, and Santa Ana. We have a staff of about 1,500 and an operating budget of nearly \$250 million. The Court's Judges, Commissioners and employees are recognized for their high standards of achievement, integrity, and diversity. The Court is committed to ensuring equal access to court services and enhancing public confidence in the court system.

To learn more about the Superior Court of California, County of Orange, visit our homepage at www.occourts.org.

EXAMPLES OF DUTIES

Superior Court Commissioners perform subordinate judicial duties as authorized by law, including conducting hearings, making findings, and issuing orders in Civil, Criminal, Family, Child Support, Juvenile, Small Claims, and Traffic matters. Upon agreement of the parties, Superior Court Commissioners may serve as Temporary Judges. Superior Court Commissioners may be assigned to any Orange County Superior Court location. Calendar assignments may include:

- Traffic: conduct arraignments and trials.
- Small claims and other civil matters, including unlawful detainers: hear motions and conduct trials.
- Criminal: conduct arraignments, handle a pre-trial calendar, and preside over misdemeanor or infraction trials.
- Family Law: conduct child support calendars, including OSC's and contempt.
- Juvenile Delinquency: conduct detention hearings, pre-trials, jurisdictional hearings, and probation violation hearings.

- Juvenile Dependency: conduct initial detention hearings, ex parties, law and motion, dispositional hearings, and permanency planning for long-term foster care, guardianship, and adoption.

MINIMUM QUALIFICATIONS

Candidates must be active members in good standing with the State Bar of California and must have been admitted to practice law in California for at least ten (10) years. Persons seeking appointment as a Superior Court Commissioner must demonstrate relevant legal experience as deemed sufficient by the judges of the Court. Superior Court Commissioners may not engage in the private practice of law.

ADDITIONAL INFORMATION

APPLICATION PROCESS

An online application, along with the supplemental questions serving as the Orange County Superior Court Commissioner Personal Data Questionnaire and a professional resume must be submitted by 5:00 p.m. PST on Friday, June 9, 2023. The application and supplemental questionnaire may be completed online and found by visiting our website at <http://www.occourts.org/employment>. No paper applications will be accepted, only online applications will only be accepted.

SELECTION PROCESS

Judges serving on the Court's Executive Committee will evaluate the applications. The most qualified applicants will be invited to participate in interviews with Judges of the Orange County Superior Court. Final selection will be made by a majority of the Judges of the Orange County Superior Court.

Factors that may be considered in evaluating candidates include knowledge of legal principles, statutes, and case law; analytical and oral/written communication skills; integrity; and temperament.

BACKGROUND CHECK

A thorough background check will be conducted, including but not limited to work experience, education, driving record, criminal record, involvement in civil or other litigation, and financial/credit information.

ELIGIBLE LIST

This recruitment will be used to establish an eligible list for current and future needs. The eligible list will remain active until the list is exhausted or a new recruitment opens.

STATUS NOTIFICATIONS

You will be notified by email during the process of this recruitment through governmentjobs.com. Please check your email spam/junk folders and accept emails ending with governmentjobs.com and occourts.org. If your contact information changes, please update your profile at www.governmentjobs.com.

E-VERIFY

Superior Court of California, County of Orange participates in the e-Verify program.

QUESTIONS?

Any questions may be directed to Ernest Montoya by emailing HRStaffing@occourts.org.

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