

Amended
Iowa Judicial Branch

Application for a District Court Judge or District Associate Judge Position

Revised: 8-2-2022

Instructions for Applicants

The District Judicial Nominating Commission for Judicial Election District 1 is currently accepting applications for a District Court Judge / District Associate Judge position. There are two parts to the application:

Background Information Form

Judicial Application Form – On questions 20 and 21, please respond as to the District Judicial Nominating Commission for Judicial Election District 1.

Both documents are available on the Iowa Judicial Nominating Commissions website at:

<https://www.iowajnc.gov/district-commissions>

Click on “District Commissions” at the top of the screen, then scroll to the bottom of that webpage to obtain the documents. Follow the instructions at the top of each document.

Instructions for Saving and Submitting the Application Documents

1. After completing each form, print a copy of each and sign each part on the last page.
2. Scan and save each form as a PDF using the following format for naming the documents:
[Lastname]-Background.Information.pdf
[Lastname]-Judicial.Application.pdf
3. Save at least three writing samples (see #19 in the judicial application form) as separate PDFs using this filename format:
[Lastname]-WritingSample1.pdf
[Lastname]-WritingSample2.pdf
[Lastname]-WritingSample3.pdf
4. Email all these documents to the Commission Chair, c/o the District Court Administrator:
lena.heit@iowacourts.gov
5. Email the complete application materials, excluding the background information form, to each of the Commission members. (Email addresses can be found in the Notice of Judicial Vacancy.)
6. Applications must be received no later than 4:30 p.m. on July 12, 2024.