



COURT COMMISSIONER FOR SUPERIOR COURT

SALARY: \$195,651.90 Annually
OPENING DATE: 9/29/2023
CLOSING DATE: 10/27/2023, at 4:00 p.m.

ANNOUNCEMENT

The Pierce County Superior Court Judges solicit applications for a full-time position Court Commissioner with an anticipated start date in the first quarter of 2024.

APPLICATION REQUIREMENTS:

Applicants shall complete a Pierce County Personnel Application, Superior Court Supplemental Questionnaire, and Release of Information. The application packet may be obtained from the Superior Court website at [Court Commissioner Application Package](#).

Applications should include a letter of interest and resume describing education, experience and any other qualifications relating to the position.

The Supplemental Questionnaire and Release of Information form contains specific questions regarding education and employment history as well as other relevant information in order that the Judges will be able to give appropriate consideration to each applicant.

Applicants must have been admitted to practice law in Washington State a minimum of eight (8) years prior to appointment.

SUMMARY OF JOB RESPONSIBILITIES:

The primary duties of the Court Commissioner include presiding over: family law motions; petitions to modify child support; initial determination of adequate cause on Petitions to Modify Parenting Plans; initial relocation hearings; uncontested dissolutions; paternity; ex parte; electronic LINX mail; probates; trusts; guardianship matters; unlawful detainer; supplemental proceedings; minor settlements; transfer of structured settlements; replevin; domestic violence proceedings; firearms surrender; sexual assault protection orders, vulnerable adult protection order proceedings; mental illness hearings at designated hospitals; criminal, civil, and dependency proceedings at Juvenile Court; and adoptions. Additional responsibilities may include settlement conferences in appropriate areas and presiding in Criminal Division 2. Criminal Division 2 includes, but is not limited to, arraignments, bail hearings, pleas and sentencings, search warrants, and review/non-compliance hearings.

APPLICATION DEADLINE:

Applications will be accepted by email only through **Friday, October 27, 2023, at 4:00 p.m.**

and should be emailed to Superior Court at PCSUPCRT@piercecountywa.gov. Applicants will receive an acknowledgement email in response. If an acknowledgement email is not received, please call Superior Court Deputy Court Administrator at 253-798-4193. **No late applications will be accepted.** The Court anticipates conducting interviews the last week of November.

PIERCE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER