

MAGISTRATE JUDGE
Second Judicial Circuit
Sioux Falls, South Dakota

Requisition #: J20-09

Agency: Unified Judicial System

Salary: \$105,350.22 annually

Closing Date: September 30, 2019

Position Purpose: Position performs highly responsible legal work in the disposition of certain types of cases in magistrate court in the Second Judicial Circuit. This position may require travel. Work involves responsibility for hearing and ruling on certain cases of Drug/DUI court, traffic, civil, criminal and small claims matters. Work is supervised by the Presiding Judge of the judicial circuit. Position includes generous benefits program with retirement system, health and life benefits, vacation plan and other options.

Duties may include:

- administering oaths;
- taking acknowledgements;
- issuing warrants of arrest, search and seizure warrants;
- acting as committing magistrate;
- fixing bond;
- handling initial action on protection orders;
- reading or listening to allegations;
- determining if action cited is supported by facts;
- hearing and evaluating evidence;
- trying and determining all cases of misdemeanor and actions or proceedings for violation of any ordinance by law or other police regulation of a political subdivision;
- taking pleas of guilty;
- taking forfeitures of appearance bonds;
- trying civil actions or small claims up to a specific jurisdictional amount;
- participating and assisting with Drug Court and/or DUI court;
- taking evidence;
- entering judgment;
- occasional work on weekends and holidays.

Comments: Graduation from an accredited law school and experience in the practice of law. Licensed to practice law in the State of South Dakota. Applicants must meet the State of South Dakota Constitutional requirements set in Article V Section 6 upon appointment. This position is appointed by the Presiding Judge of the judicial circuit, subject to approval by the Supreme Court, for a four-year term subject to potential renewal. The applicant recommended for appointment will undergo an intensive background investigation.

To Apply: Applicants must complete a letter of interest and personal data questionnaire. The personal data questionnaire can be obtained by accessing the following link <http://ujis.sd.gov/uploads/hr/MagistratePDQ.pdf> or contacting the Human Resources office. All personal data questionnaires must be submitted by the closing date to:

PMB 2713-000
Director of Human Resources
Unified Judicial System
500 East Capitol Avenue
Pierre, SD 57501
Phone: (605) 773-4867; Fax: (605) 773-8437
Lisa.Mammenga@ujis.state.sd.us
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