



Superior Court of Arizona

Pinal County

Court Commissioner

Location: **Florence, AZ**
Hiring Salary: **\$135,054 (\$144,000 January 2024)**
Open Date: **August 1, 2023**
Closing Date: **August 31, 2023**

The Position:

The Superior Court is currently accepting applications for the position of a full-time Court Commissioner. While there is no vacant position currently, we are establishing a hiring register of qualified applicants for future vacancies. The person selected for this position, upon nomination of the Pinal County Judicial Nominating Commission, shall be selected and serve at the pleasure of the Presiding Judge of the Superior Court. Superior Court Commissioners have duties and powers pursuant to Article 6, section 24 of the Arizona Constitution, A.R.S. § 12-213 and A.R.S. § 12-298. A Superior Court Commissioner shall handle such matters as the Presiding Judge of the Superior Court may assign, with broad coverage responsibility for any matter or calendar of the Superior Court. Additionally, the Presiding Judge shall request the Chief Justice of the Supreme Court of Arizona to designate the appointed Commissioner as a Superior Court Judge *Pro Tempore*, without additional compensation, but with such additional authority as provided by law. The typical work hours shall coincide with the regular hours that the Superior Court is in session, however, weekend, evening and rotating holiday coverage is at the discretion of the Presiding Judge. As Judicial employees of the Court, Commissioners are not permitted to practice law.

Terms and Requirements:

The person appointed to this position must also be able to qualify for appointment as a Superior Court Judge *Pro Tempore* and a resident of Arizona for at least five (5) years next preceding appointment, pursuant to Article 6, section 22 of the Arizona Constitution and a resident of Pinal County within one year of appointment.

A Superior Court Commissioner/Judge *Pro Tempore* shall be appointed for a period of time not to exceed twelve (12) months and may be reappointed for successive (12) month terms. The Commissioner shall be subject to periodic Judicial Performance Reviews.

Minimum Qualifications:

- Good moral character.
- 30 years of age.
- Excellent organizational, analytical, human relations and communication skills.

- Have a broad general background in all areas of law as duties may require assignment and coverage of any calendar of the Superior Court.
- Must not have disciplinary matters pending before the State Bar Disciplinary Board or be under any current sanction.
- Must not have criminal charges pending before any court or serving any supervised or unsupervised probationary term.
- Must complete annual training as required by the Committee on Judicial Education and Training (COJET).
- Admitted to practice law in Arizona for at least five (5) years next preceding appointment.
- Must be a current member in good standing of the Arizona Bar Association.

Location of Appointment:

The primary location of this appointment is the Pinal County Superior Courthouse in Florence, Arizona. However, Superior Court Commissioners may be required to travel to other court locations upon direction of the Presiding Judge.

Pay:

Salary for the position will be established by the Presiding Judge. It is currently set at \$135,054 per annum which is eighty percent of the salary of a Superior Court Judge. On January 1, 2024, per legislative mandate, salary will be \$144,000 with a maximum of \$162,000 (ninety percent).

The Committee Process:

1. **Application Deadline:** All applications are due by August 31, 2023 at 5:00pm.
2. **Screening Meeting:** At the screening meeting the Committee reviews all applications received. The Committee then decides which of the applicants will be selected for interviews.
3. **Notification to Applicants:** Applicants selected for interviews are notified of the date, time, and location of the interviews. Applicants not selected for interview are notified by letter.
4. **Investigation:** Further investigation of the applicants to be interviewed is conducted and the results are given to the Committee. The Committee seeks comments from judges, attorneys and the community.
5. **Interviews:** After all the interviews are completed the Committee discusses the relative qualifications of all applicants.
6. **Nominations:** The names of selected interviewees are submitted to the Presiding Judge of the Superior Court.

Benefits:

The County provides a generous benefits package that includes:

- Participation in a State sponsored retirement program
- Medical/Dental/Vision Benefits
- 22 days of paid PTO per calendar year
- 10 paid holidays per calendar year
- Flexible Spending Account
- Deferred Compensation

How to Apply:

Interested applicants may go to the Pinal County Superior Court Appointment page [Court Appointments | Pinal County Superior Court, AZ \(pinalcourtsaz.gov\)](https://www.pinalcourtsaz.gov/court-appointments) to download an application.

Applicants must submit the original completed packet to include: a letter of interest, resume, completed application, and references plus 10 copies of the same. Applicants have the option of submitting the packet in person or by mail.

In person:

Packets shall be placed in a sealed envelope marked: "Human Resources Director" and be received no later than 5:00p.m. on August 31, 2023 at Court Human Resources, Pinal County Superior Courthouse (3rd floor).

By mail:

Postmarked no later than August 31, 2023 addressed to:

Superior Court in Pinal County

Court Human Resources Attn: Gail Pickarts

P.O. Box 1748

Florence, AZ 85132

EOE/ADA