**12th JUDICIAL DISTRICT SUBSTITUTE JUDGE VACANCY**

**SELECTION QUESTIONNAIRE**

**August 16, 2021**

*The Judges of the 12th Judicial Circuit announce that a substitute judge vacancy will exist in the 12th Judicial District effective October 1, 2021. Substitute judges are appointed by the Court pursuant to Va. Code Ann. § 16.1-69.9:1. Any member of the bar, both qualified and residing in the circuit, who desires consideration for appointment as substitute judge should provide application materials addressed to the Chief Circuit Judge and mailed or delivered to Tricia D. Muller, Administrator of Judicial Operations, Chesterfield Circuit Court Judges’ Chambers, PO Box 57, Chesterfield, VA 23832-0905 not later than noon on Tuesday, September 7, 2021. Application materials should include a resume, cover letter, and written responses to the selection questionnaire. Application materials will not be returned. It is the Court’s expectation that all substitute judges will preside in both the General District and Juvenile and Domestic Relations District Courts of the 12th Judicial District. Candidates who previously applied are requested to re-submit updated materials if consideration is desired.*

1. State your full name.
2. State your office and home address, including the city or county.
3. State your office telephone and cell phone numbers.
4. State when you were admitted to practice law in Virginia.
5. Please give the particulars of your legal employment history. Include the names and locations of your employers, as well as the relevant dates. Gaps in employment should be explained.
6. State the general character of your current practice.
7. State, generally, your court appearances and experience during the last five years. Indicate how much of your in-court litigation experience during the last five years was criminal, civil, domestic relations, and juvenile.
8. State if you have ever held public office. If so, give details.
9. Indicate whether you have ever been arrested, charged, or held for violation of any law, regulation, or ordinance. If so, give details. Please do not include traffic violations for which a fine of $100 or less was imposed.
10. State whether you have ever been sued by a client or former client for malpractice, breach of fiduciary duty, or other reasons. If so, give details.
11. State if you are currently under investigation by any court, law enforcement entity, administrative agency, bar association, disciplinary committee, or other professional group. If so, please give details.
12. State if you have ever been disciplined or cited by any court, administrative agency, bar association, disciplinary committee, or other professional group. If so, please give details.
13. Describe your present state of health. Describe any physical limitations you might have, including an impairment of eyesight or hearing.
14. Indicate whether you have any prior experience as a judge. If so, give details.
15. Provide names, addresses, and telephone numbers of three legal references that can describe your reputation in the legal profession and local community.