



CITY OF CANNON BEACH

Municipal Court Judge Job Description

The City of Cannon Beach is seeking a part time Municipal Court Judge. The position is appointed by the City Council and presides over municipal court sessions and functions as a magistrate to administer justice in the disposition of cases involving ordinance or statutory misdemeanor violations within the jurisdiction of Municipal Court. Applicants must have a minimum of five years of experience as a judge or licensed attorney in good standing in the State of Oregon. The applicant must have an effective working knowledge of the law within the jurisdiction of the court or demonstrated ability to learn the law and related judicial procedures. The applicant must have the ability to maintain judicial decorum in the proceedings of the Court, the ability to establish good working relationships and credibility with the general public consistent with the duties of the position, the ability to foster cooperation from persons of diverse social and economic backgrounds, and the ability to conduct affairs of the Court in a consistent, fair, and impartial manner.

- Admission to the Oregon Bar and a minimum of five years of experience in the practice of law and/or on the bench.
- Ability to relate to a highly diverse population in the general public, ranging from attorneys to lay citizens of all socio-economic status.
- Reliability, character, integrity, sound judgment, reputation, experience and efficiency.
- Ability to communicate clearly and concisely, orally and in writing.
- Ability to handle a high volume of cases, including motion hearings, trials to the court and jury trials.
- Good working knowledge of court procedure with emphasis on the municipal court rules.
- Ability to maintain a high level of decorum in the Municipal Court.
- Availability and adaptability of services to meet the needs of the City.
- Ability to develop and maintain an effective working relationship with the public, Court staff, other city departments and employees, elected officials and other public agencies.
- High performance quality in previous or current judge contracts, if any.
- Ability and record with regard to compliance with applicable laws and ordinances.
- Ability to maintain judicial impartiality and judicial temperament in cases.
- Leadership qualities necessary to enhance the public image and professional stature of the Municipal Court.