

NOTICE OF AVAILABILITY

FULL-TIME UNITED STATES MAGISTRATE JUDGE POSITION ALBUQUERQUE, NEW MEXICO

UNITED STATES DISTRICT COURT DISTRICT OF NEW MEXICO

The Judicial Conference of the United States has authorized the appointment of a full-time United States Magistrate Judge for the District of New Mexico at Albuquerque, New Mexico. The essential function of a federal district court is to timely and appropriately adjudicate cases or controversies properly before the court. An important component of this function is the creation and maintenance of diversity in the court system and the United States District Court for the District of New Mexico is committed to the important goal of racial, ethnic, and gender diversity.

The duties of the position of magistrate judge are demanding and wide-ranging: (1) presiding over preliminary proceedings in criminal cases such as initial presentments, detention and bail hearings, preliminary proceedings, receiving reports of grand juries and arraignments; (2) trial and disposition of misdemeanor cases; (3) presiding over various pretrial matters and evidentiary proceedings on delegation from a district judge; (4) taking of felony pleas; and (5) trial and disposition of civil cases upon consent of the litigants. The basic authority of a United States magistrate judge is specified in 28 U.S.C. § 636.

To be qualified for appointment an applicant must:

1. Be, and have been for at least five years, a member in good standing of the bar of the highest court of a state, the District of Columbia, the Commonwealth of Puerto Rico, the Territory of Guam, the Commonwealth of the Northern Mariana Islands, or the Virgin Islands of the United States, and have been engaged in the active practice of law for a period of at least five years (with some substitutes authorized);

2. Be competent to perform all the duties of the office; be of good moral character; be emotionally stable and mature; be committed to equal justice under the law; be in good health; be patient and courteous; and be capable of deliberation and decisiveness;
3. Be less than 70 years old; and
4. Not be related to a judge of the District Court.

In addition, civil mediation is an important requirement of the job so prior mediation experience is preferred.

A merit selection panel composed of attorneys and other members of the public from across the state of New Mexico will review all applications, determine which applicants to interview and then recommend to the District Judges in confidence the five persons the Merit Selection Panel considers the most qualified. The District Judges will interview the five finalists and make the appointment following an FBI full-field investigation and an IRS tax check of the applicant selected by the District Judges for appointment. The individual selected must comply with the financial disclosure requirements pursuant to the Ethics in Government Act of 1978, Pub. L. No. 95-521, 92 Stat. 1824 (1978) (codified at 5 U.S.C. app. §§ 101-111).

The current annual salary of a United States magistrate judge is \$229,908. The term of office is eight years.

Applications may only be submitted by applicants on their own behalf (i.e., the nomination of another person will not be accepted).

All applications will be kept confidential, unless the applicant consents to disclosure, and all applications will be examined only by members of the Magistrate Judge Merit Selection Panel and the United States District Court Judges. The panel's deliberations will remain confidential.

APPLICATION INSTRUCTIONS

To be considered for this position,

1. Complete the *U.S. Magistrate Judge Application* form, available on the Court's website at <https://www.nmd.uscourts.gov/employment>, or by calling (505) 348-2126.
2. You may fill out the application in Word or in its PDF form, but save your application as a single PDF using the following naming convention:

FIRST NAME_LAST NAME_USMJ ABQ.pdf

Ex.: **Pat_Smith_USMJ ABQ.pdf**

3. Email your application to usmjnewmexico@nmd.uscourts.gov no later than **August 9, 2026**. *PDF size is limited to 10 MB. ZIP files, paper copies and faxes will not be accepted.*
4. You will receive a confirmation email within two business days and be advised of next steps.