

JUDICIAL NOMINATING COMMISSION
Seventeenth Judicial Circuit
April 17, 2020

JNC COMMISSIONERS

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NOTICE OF JUDICIAL VACANCY – INSTRUCTIONS

As a result of the elevation of Judge Michael Davis to the Circuit Court of the Seventeenth Judicial Circuit, the Seventeenth Judicial Circuit Judicial Nominating Commission is accepting applications for one (1) vacancy on the Broward County Court.

1. Applications for the County Court vacancy must be **received by 12:00 p.m. noon on May 4, 2020**, and should be delivered electronically¹ via Box.com at the Secure [UPLOAD Link](#) below to:

Seventeenth Circuit Judicial Nominating Commission

c/o Kenneth J. Joyce, Chair
Lewis Brisbois Bisgaard & Smith LLP
110 SE 6th Street, Suite 2600
Fort Lauderdale, FL 33301
(954) 495-2219
ken.joyce@lewisbrisbois.com

Secure [UPLOAD Link](#)

If you experience any difficulty uploading your application, please contact the Chair at the address above.

Applications received after the deadline will not be considered. All applicants must have been members of the Florida Bar for at least five (5) years, electors of the State of Florida, and residents of the Seventeenth Circuit before taking office.

2. The Judicial Applications are available at the Florida Bar website at www.floridabar.org and the Office of the Governor at www.flgov.com. To be considered, applicants must submit the following, without exception:
 - One original application, typed and saved in PDF format;
 - One separate redacted copy of the application excluding all exempt information under Chapter 119, Florida Statutes, or other applicable public records law, typed and saved in PDF format. Please take special care to ensure that the application is redacted as permitted and required under Chapter 119;

¹ Electronic submission of applications is required. Physical applications will only be received under exigent circumstances.

- All letters of recommendation that the applicant wishes the Commission to consider. The letters shall be included as attachments to the original application and the redacted copy, and shall be included with the applications saved in the transmittal;
 - The financial disclosure information requested in the application, inclusive of a completed Form 6 (Full and Public Disclosure of Financial Interest) must be submitted with the original application and the redacted application;
 - A recent photograph of the applicant shall be attached to the application and redacted application; and
 - Any additional information that the applicant feels may be helpful to the Commission in assessing the applicant's qualifications. The information shall be included as attachments to the application and redacted application.
3. The electronic versions of both the original application and the redacted application, saved in PDF format, must each be in a separate password-secured file, with the applicant's name clearly indicated in its title. Each PDF must be a single file. The applicant shall provide the password(s) for the files in a separate email communication to ken.joyce@lewisbrisbois.com and shall not include the password in the application transmittal. No other attachments or files are to be included in the transmittal;
 4. Applicants are asked to strictly follow all requests and instructions in this notice. Failure to do so could result in an application not being considered.
 5. The Commission strongly suggests that applications be submitted as soon as they are prepared and well before the deadline. Applicants granted an interview will be scheduled in the order in which applications are received. Please note that an applicant may be nominated even though an interview is not conducted.
 6. After the deadline for submitting applications, the Commission will determine which applicants will be interviewed. Applicants selected will be contacted to confirm the date, time and location of the interviews. At this time, it is anticipated that interviews will be conducted **May 19, 2020**, although this date is subject to change. It is further anticipated that interviews will be conducted via remote electronic means.
 7. All proceedings of the Commission are open to the public, except for deliberations. Accordingly, applicants should not expect applications and/or information to be kept confidential, subject to applicable Florida Statutes.
 8. If an applicant is nominated, all materials attached to the original application will be submitted to the Governor's Office.
 9. If there is any question about the application process, please contact the Chair of the JNC, Kenneth J. Joyce, or his assistant, Rhonda Havard, at 954-678-4067.