



# alaska judicial council

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May 29, 2026

RE: **Kotzebue Superior Court**  
**Juneau District Court**

Dear Member of the Alaska Bar Association:

The Alaska Judicial Council is soliciting applications for the **Kotzebue Superior Court and Juneau District Court**. This letter includes detailed position descriptions containing essential information about the positions. Applicants may apply for any of the positions, or multiple positions on the same form, if desired. For more information, please contact the Alaska Judicial Council at 279-2526, or by e-mail at [sdipietro@ajc.state.ak.us](mailto:sdipietro@ajc.state.ak.us).

The legal qualifications and annual salaries of judges on these courts are listed in the attached position descriptions. Judges also receive personal leave as established by the Administrative Rules of Court, state-paid health and dental benefits, and judicial retirement system benefits.

An application form for these positions may be obtained by writing or calling the Alaska Judicial Council. Application forms may also be obtained online by visiting the Council's website: [www.ajc.state.ak.us](http://www.ajc.state.ak.us). The form was recently updated, so please make sure you include all questions if you previously applied and are using a saved application.

**Completed applications for all positions must be received by the Alaska Judicial Council no later than 3:00 p.m. on July 6, 2026.**

Sincerely,

A handwritten signature in black ink that reads "Susanne DiPietro".

Susanne DiPietro  
Executive Director

Encl: Judicial Position Descriptions

**To ensure receipt of the survey on the applicants for these positions, be sure that the email address you have on file with the Alaska Bar Association is current. To prevent survey emails from being diverted as spam, add [ajc@gemailsver.com](mailto:ajc@gemailsver.com) as a safe sender in your email account.**

## **Judicial Position Description**

Alaska judges must conform their conduct to the Alaska Code of Judicial Conduct and the laws of Alaska and the United States. They must be familiar with Alaska law, procedure, and trial practice. To be successful, a judge must be proficient in understanding oral and written communications and must effectively communicate orally and in writing with parties, attorneys, members of the public, and court employees. Judges must regularly employ a high level of analytical legal reasoning, must possess unimpaired judgment, and must be able to concentrate on and evaluate evidence and legal arguments. Judges must be willing and able to render timely and impartial decisions, without regard for popular sentiment. They must treat parties, attorneys, the public, and court employees with fairness, courtesy, and respect, and they must work effectively under pressure. In addition to presiding over cases, Alaska judges are expected to serve on court committees working to improve the administration of justice in the state. Judges usually directly supervise chambers staff, which may include a judicial assistant and one or more law clerks depending on the level of court.

The working environment is a courtroom and office setting. Alaska judges typically sit in court or in chambers for long periods of time, but sitting is not an essential requirement of the job; some judges prefer to stand or make comparable adjustments for their individual needs. Judges may be required to travel, including travel to rural areas, often by small airplane. They may be temporarily reassigned to different court locations within the state. Judges may share weekend duty with other judicial officers and are expected to work closely with court clerks.

Judicial salaries vary depending on level of court and location. In addition to salary, judges receive personal leave as established by the Administrative Rules of Court, state-paid health and dental benefits, and judicial retirement system benefits.

## **Superior Court Judge**

Superior court judges must meet the qualifications set out at AS 22.10.090: they must be a citizen of the United States and of the State of Alaska, be a resident of Alaska for at least five years immediately preceding appointment, have been engaged for not less than five years immediately preceding appointment in the active practice of law, and at the time of appointment be licensed to practice law in the state. Each superior court judge is assisted by, and is responsible for the supervision of, one law clerk and a judicial assistant. Superior court judges stand for retention at the first general election held more than three years after their appointment and every six years thereafter. Further information regarding the jurisdiction, authority, and duties of superior court judges may be found at AS 22.10

***Kotzebue Superior Court, Second Judicial District  
(Re-announcement)***

A superior court vacancy is impending in Kotzebue due to the retirement of Judge Paul A. Roetman. Kotzebue has one superior court judge who presides over a general jurisdiction trial court in the Second Judicial District. According to the Alaska Court System’s fiscal year 2025 Annual Report, 368 cases were filed in the Kotzebue Superior Court, including 160 felony cases, 43 child-in-need-of-aid matters, 19 delinquency matters, 44 domestic relations matters, 28 general civil matters, and 74 probate matters.<sup>1</sup> The Kotzebue Superior Court judge hears both criminal and civil matters. The judge is expected to travel to rural communities as needed. The annual salary of a Kotzebue Superior Court judge is \$282,728.94, which includes a geographic cost of living adjustment.

**District Court Judge**

District court judges must meet the qualifications set out at AS 22.15.160: they must be a citizen of the United States and of the State of Alaska; be at least 21 years of age; be a resident of Alaska for at least five years immediately preceding appointment; and either (1) have engaged in the active practice of law, as defined in AS 22.05.070, for not less than three years immediately preceding appointment and be licensed to practice law in Alaska at the time of appointment, or (2) have served for at least seven years as a magistrate in the state. In addition, Administrative Rule 19.1 requires that a magistrate who seeks appointment as a district court judge be a graduate of a law school accredited or approved by the Council of Legal Education of the American Bar Association or the Association of American Law Schools. District court judges stand for retention at the first general election held more than two years after their initial appointment, and every four years thereafter. Further information regarding the jurisdiction, authority and duties of district court judges may be found at AS 22.15.

***Juneau District Court, First Judicial District***

A district court vacancy is impending in Juneau due to the forthcoming retirement of Judge Kirsten Swanson. Juneau has one district court judge who presides over a limited jurisdiction trial court serving the First Judicial District. The Juneau District Court judge serves Juneau and covers matters filed in Hoonah, Skagway, Haines, and Yakutat. According to the Alaska Court System fiscal year 2025 Annual Report, 2,348 cases were filed in the Juneau District Court, including 726 misdemeanors, 1,010 minor offenses, 90 small claims, 261 civil protective orders, and 261 general civil cases.<sup>2</sup> A combined 251 district court cases were filed in Hoonah, Skagway, Haines, and Yakutat in FY 2025.<sup>3</sup> The Juneau District Court judge hears both criminal and civil proceedings. The Juneau district court judge may supervise a judicial assistant but does not have the assistance of a law clerk. The annual salary of a district court judge in Juneau is \$193,818.56, which includes a geographic cost of living adjustment.

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<sup>1</sup> *Alaska Court System Statistical Report FY 2025: July 1, 2023 – June 30, 2024*, 31.

<sup>2</sup> *Id.* at 63

<sup>3</sup> *Id.*