



# alaska judicial council

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March 14, 2025

**RE: Anchorage District Court Vacancy**

Dear Member of the Alaska Bar Association:

The Alaska Judicial Council is soliciting applications for an impending vacancy on the Anchorage District Court created by the forthcoming retirement of Judge Pamela S. Washington. This letter includes a detailed position description containing essential information about the position. For more information, please contact the Alaska Judicial Council at 279-2526, or by email at [sdipietro@ajc.state.ak.us](mailto:sdipietro@ajc.state.ak.us).

The legal qualifications and annual salary of a district court judge are listed in the attached position description. 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 this position may be obtained by writing or calling the Alaska Judicial Council. Application forms may also be obtained 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 the position must be received by the Alaska Judicial Council no later than 3:00 p.m. on April 18, 2025.**

Sincerely,

A handwritten signature in cursive script that reads "Susanne DiPietro".

Susanne DiPietro  
Executive Director

Encl: Judicial Position Description

**To ensure receipt of the survey on the applicants for this position, be sure the email address on file with the Alaska Bar Association is current. To prevent survey emails from being diverted as spam, add [ajc@qemailserver.com](mailto:ajc@qemailserver.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. They must be familiar with Alaska law, procedure, and trial practice. 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. Alaska judges must conform their conduct to the Alaska Code of Judicial Conduct and the laws of Alaska and the United States.

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.

## **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.

### ***Anchorage District Court, Third Judicial District***

Anchorage has ten district court judges who preside over a limited jurisdiction trial court serving Anchorage in the Third Judicial District. According to data available in the Alaska Court System Annual Report for FY 2024,<sup>1</sup> 30,192 cases were filed in the Anchorage District Court, including 5,899 misdemeanors, 15,416 minor offenses, 1,906 small claims, 3,326 civil protective orders, and 3,645 general civil cases. Anchorage District Court judges hear both criminal and civil proceedings. The annual salary of a district court judge in Anchorage is \$183,319.50.

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<sup>1</sup> Available at <https://courts.alaska.gov/admin/docs/fy22-statistics.pdf>.