



## Judicial Candidate Application Worksheet

### Not for Final Submission

**Important: Applicants for appointment as a Provincial Court judge must have practiced law for at least 10 years in Canada.** (Those with less legal practice experience may be considered if they have a range of related experience.)

This Worksheet will help prepare you for the online Application. You are not required to complete or submit it, but you may find it helpful for collecting the information needed for your application. You can save and return to your online application at any time to complete it. Please note that you must save your work before the application times out after 60 minutes of inactivity.

#### Section 1: PERSONAL INFORMATION

Name, DOB, family info, contact info, language proficiency, diversity info

#### Section 2: JUDICIAL COUNCIL OF BRITISH COLUMBIA APPLICATION HISTORY

Previous application date(s)

#### Section 3: EDUCATION

1. Post-Secondary Education: From/To dates, College/University Name, Degree/diploma/certificate
2. Courses or activities taken in furtherance of continuing professional development requirements of the Law Society: From/To dates, Institution, Comments
3. Courses or programs where you have contributed by instructing, coaching, presenting, or writing materials: From/To dates, details

#### Section 4: PRACTICE AND EMPLOYMENT HISTORY

1. Practice history: years in practice, date called to bar including other jurisdictions, private or public practice
2. Legal positions held since Law School: From/To dates, Position, Firm/Organization
3. Brief summary of legal career path (do not exceed 100 words)
4. Legal Practice Areas/Experience in litigation: especially Civil, Criminal, Family; and Indigenous law: From/To dates, percentage of practice
5. Other practice areas
6. Pro bono activities
7. Non-legal employment positions held since Law School: From/To dates, position, location
8. Non-legal community involvement: Organization, From/To dates, positions held including volunteer, significant contributions
9. Professional memberships in which you have been more than a fee paying member: Organization, From/To dates, positions held, significant contributions
10. Additional relevant information on your career, publications and membership in specialist professional associations

## Section 5: SKILLS FOR JUDICIAL EXCELLENCE

### Knowledge and skills:

- sound knowledge of the law and its application
- sound knowledge of procedure and appropriate application
- sensitivity to and understanding of changes in social values and the diversity of people, cultures and communities that make up British Columbia and Canada
- sensitivity to and understanding of Indigenous justice issues and the history, experiences and circumstances of Indigenous people
- receptiveness to new ideas that are constructive to the public good
- excellence in chosen area of the law
- experience in mediation or alternative dispute resolution
- technological competence

### Decision making:

- sound judgment
- independence and courage
- appropriate exercise of discretion
- honesty
- decisiveness and confidence
- objectivity, impartiality and fairness

### Leadership and management for judges holding administrative positions:

- flexibility, responsibility, imagination, commitment to efficient administration

### Professionalism and temperament:

- maintains personal independence, civility, integrity and commitment to ethics at all times
- demonstrates personal discipline and responsibility
- demonstrates an open mind and self-awareness
- promotes the highest standards of behaviour in court
- encourages and facilitates teamwork
- accepts and implements change
- commitment to continuing education and high standards, conscientiousness
- capacity to handle stress and isolation of judicial role
- patience, tolerance and diplomacy

### Efficiency:

- actively organizes time and manages cases to promote a timely and just conclusion
- able to work at speed and under pressure

### Communication and authority:

- able to establish and maintain the authority of the court
- communicates effectively and in plain language, including verbally and in writing
- explains the procedure and any decisions reached clearly and succinctly to everyone involved, including self-represented litigants
- inspires respect and confidence

### Other criteria:

- superb legal reputation and professional record review(s), including from applicable Law Society(ies)
- respect in the community
- commitment to public service
- good health
- willingness to travel and to sit in all subject areas

Explain your reasons for seeking judicial appointment and how you would assess your suitability for appointment given the skills required for judicial excellence. This is an important part of your application. Please be concise. Bullets and note form are acceptable. Do not exceed two pages (approximately 1000 words).

#### Section 6: PROFESSIONAL REPUTATION

1. Provide the names of two to five members of the Bench and up to ten lawyers who can be contacted about your professional reputation: name, phone #, email, nature of relationship, years known. Do not include members of Judicial Council as references.
2. List five other personal references and/or non-lawyers with whom you have dealt, worked, or who have reported to you (e.g., court or office staff, community members, etc.): name, phone #, email, nature of relationship, years known. Do not include judges or family members.
3. Current persons at your firm and persons not identified by you as reference may be contacted by the Judicial Advisory Committee of the Canadian Bar Association in the normal course of their inquiries. Please list any persons you do NOT want to be contacted and the reason(s) why: Name, reason(s)
4. Articled students or others whom you have mentored: From/To dates, name, phone #, and email.

#### Section 7: PERSONAL SUITABILITY

Past, present or foreseeable future personal or business interests that may affect your potential appointment to the Bench. (i.e. if you foresee commencing or defending any litigation in the foreseeable future because you have received or issued a demand letter or you otherwise know of a possible claim against you or because you are aware of a possible claim that you have against another party).

You will be asked if you have ever been a party or witness in any type of tribunal/court proceeding and, if so, to provide the tribunal/court file number(s), registry(ies), and case citation(s), if available.

#### Section 8: TRAVEL ABILITY AND PREFERRED REGIONS

Preferred regions for headquarters and travel ability or limitations

#### Section 9: DECLARATION

Ongoing obligation to report any changes to application to Judicial Council (including, but not limited to, personal suitability information, such as health/medical, Law Society, financial, and conflicts, and if no longer seeking appointment).

Select I agree checkbox, name, date

#### Section 10: LAW SOCIETY AUTHORIZATION & RELEASE

Name, DOB, address, Law Society ID number

#### Section 11: CONSENT FOR DISCLOSURE OF PERSONAL INFORMATION

You will also be asked about any publicly available online presence.