



Judicial Council of British Columbia

Judicial Candidate Application Package

Application Package Contents

Judicial Council welcomes the interest of qualified persons wishing to be considered for appointment to the Bench of the Provincial Court of British Columbia. This package contains the following forms, all of which must be completely filled out:

- Judicial Candidate Information Summary (10 signed copies, each including photo, required);
- Consent for Disclosure of Personal Information (1 signed copy required);
- Law Society Authorization and Release (1 signed copy required); and
- Medical certificate which also contains a consent for Release of Medical information.

** Please enclose responses on additional sheets if spaces provided are not adequate.*

Send completed applications to: Judicial Council of British Columbia
602 - 700 West Georgia Street
PO Box 10287, Pacific Centre
Vancouver, BC V7Y 1E8

Application Process Overview

Upon receipt of a new application, the Chief Judge requests a report on the applicant from the Judicial Advisory Committee. Committee members make inquiries of Bar members regarding an applicant's reputation and suitability in reference to the criteria, a process which may take several months. Persons referred to, and other persons not referred to, in the application may be contacted, unless the applicant specifically requests that they not be contacted, and provides reasons for that request. Inquiries are conducted as discreetly as possible, but strict confidentiality cannot be guaranteed.

An applicant's Bar report is then returned to Judicial Council to consider whether to interview the applicant. If three members vote in favour, the applicant is approved for an interview, generally within a year following the date of application. Applicants not approved for an interview are not notified, and may reapply three years after the date of application.

Interviews are conducted at the Office of the Chief Judge. At least five members of Judicial Council must be present, although all nine members usually participate. Applicants are asked a series of questions designed to assess their suitability, and to address any issues raised in the Bar report. Following the interview, Council considers the applicant's application, the Bar report, any comments received from Judges, comments from references, and decides whether to approve the candidate. If two members vote against an applicant, approval is not given. Reasons are not provided, nor are applicants notified on the outcome of their applications.

Approved applicants may be recommended to the Attorney General for appointment within three years of the date of their interview. Interviewed applicants should advise the Council if at any time during those three years they wish to remove themselves from consideration for appointment.

If, after three years from the date of an interview, an applicant has not been advised on their appointment, they should consider their application expired, and are invited to reapply.

Approximately three dozen applicants are approved for appointment at any given time. Of these, on average six per year are appointed to the Bench.

Applicant Criteria

1. At least ten years in the practice of law. Those with less legal practice experience are considered if they have a range of related experience.
2. Superb legal reputation, and a professional record review from the Law Society of British Columbia.
3. Demonstrated excellence in your area of law.
4. Experience in mediation or alternative dispute resolution.
5. Willingness and ability to learn and demonstrated commitment to continuing professional education.
6. Knowledge of current issues facing the courts, the judiciary, and the justice system, and awareness of the social context within which the court operates.
7. Ability to listen and communicate effectively.
8. Demonstrated personal characteristics such as decisiveness, evenness of temperament, fairness, open mindedness, common sense, and courage.
9. Demonstrated compassion for those coming before the court and an understanding of their circumstances.
10. Respect in the community.
11. Good health.
12. Passion and enthusiasm.
13. Balanced relationships with peers and subordinates.
14. Demonstrated adaptability and flexibility with respect to job changes.
15. Demonstrated balance of humility and confidence.
16. Appreciation of and experience with diversity.
17. Demonstrated dedication to public service.
18. Ability to co-operate and work with others.
19. Understanding of the role of the court in society and the respective roles of the judiciary and other participants in the justice system.
20. Willingness to travel and to sit in all subject areas.

Outstanding Practice Complaints or Claims

Generally, candidates are not considered for an interview if they have any outstanding complaints or errors and omissions claims registered with the Law Society. The candidate is responsible for ensuring the removal of such complaints or errors and omissions claims. If the Judicial Council receives sufficient information that the complaint or claim is frivolous or lacking foundation, then the complaint or claim is not a bar to the candidate's consideration.

Civil Claims or Judgments

Judicial Council is prepared to consider the application of a candidate involved in a civil claim or proceeding if, after receipt and review of the details of the proceeding, the members are of the opinion that the nature of the claim should not preclude the candidate from consideration.

Other Financial Matters

The applicant must inform Judicial Council of any outstanding civil judgments or arrears in family support payments, and any past or present proposals to creditors or assignments in bankruptcy.

Medical Certificate

You must also have your physician submit a recent medical certificate setting out your state of health.

Criminal Record

Candidates with an unpardoned criminal record are not considered.

Expenses

Candidates are not reimbursed for any expenses incurred in connection with the application or with the interview process.



Judicial Candidate Information Summary

NOTE:

This form and any supplements to it must be typed. Ten copies are required, each with a photograph attached.

Please affix photograph here

1. Personal Information

Name:

Address:

Email:

Telephone Number:

(Home) _____ (Business) _____ (Cellular) _____

Age:

Birthdate:

Place of Birth:

Marital Status:

Spouse's Name:

Spouse's Occupation

Number of Children:

Ages:

2. Education

Institution	Name	Location	Dates	Degree/Diploma
Law School:				
University:				
University:				
Secondary School:				

3. Practice and Employment History

3.1 List current practice details.

Years in Practice:

Date Called to Bar:

Called Elsewhere?

When Called?

Province(s) Called:

Current Firm:

Current Position Held:

3.2 List legal positions held since Law School, starting with the most recent.

Position

Location

Dates

3.3 List relevant non-legal positions held since Law School, starting with the most recent.

Position

Location

Dates

3.4 The following table is designed to capture the depth of your experience in the various practice areas. If there are any areas of your practice not reflected in the table and which you feel are relevant, please describe them in the space provided at the end of the table.

	Civil Litigation	Criminal	Family
Years practiced (from-to):			
Percentage of practice:			
Other practice areas:			

3.5 All Provincial Court Judges deal with matters arising in Civil, Criminal, and Family Law. By your signature, you confirm that you understand you will be required to preside in all three subject areas of the Court's work.

Signature

3.6 Describe your experience with mediation.

3.7 Percentage of your total practice spent on Provincial Court work: ____ Percentage in last 5 years: ____

3.8 Have you ever acted as a principal to an articled law student? If so, list name(s), year(s) articled, and contact information.

Student's Name:

Year articled:

Contact Information (Telephone/Email):

3.9 Describe your professional memberships, listing the organization, the years you belonged, any offices you held and any significant contributions you made.

4. Community Involvement

4.1 Describe your experience with cultural and ethnic diversity.

4.2 Describe your non-legal community involvement, listing the organization, the years you belonged, any offices you held and any significant contributions you made.

5. Professional Reputation

For all items, additional references may be appended on typed attachments. Include in contact information the address, telephone number, and email address (if any).

5.1 List five members of the Bench and five members of the Bar who are familiar with you professionally, personally, or both and are able to comment on the personal or professional qualities that would make you a candidate for the Bench. Describe how you know them, and the length of time you have known them.

Name Telephone number/email address:	Nature of Relationship	Years Known
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

5.2 List five individuals to whom you reported, with whom you have worked, or who reported to you. Describe how you know them, and the number of years you have known them.

Name Telephone number/email address:	Nature of Relationship	Years Known
1.		
2.		
3.		
4.		
5.		

5.3 I would prefer that the following person(s) **NOT** be contacted for the reason(s) outlined below. If space is insufficient, please state "See attachment" and append a typed list.

Name:	Reason(s):

6. Personal Suitability

Please answer Yes or No to the following questions.

6.1 Have you ever been disciplined by any Law Society?

Yes No If Yes, explain:

6.2 Are there any matters such as business interests, civil claims, or personal matters which might embarrass you on the Bench or reflect adversely on the Court?

Yes No If Yes, explain:

6.3 Have you ever been convicted of any criminal offence? Please note that you do not have to disclose a conviction for which you have received a pardon, except as it may be relevant under 6.2 above.

Yes No If Yes, explain:

6.4 Are you the subject any court orders?

Yes No If Yes, explain:

6.5 Do you have any professional or other interests that could cause a conflict or an appearance of conflict if you were appointed to the Bench?

Yes No If Yes, explain:

6.6 Section 14(1) of the *Provincial Court Act* reads as follows: "Subject to subsection (2) and section 15, a judge must devote himself or herself exclusively to judicial duties and must not engage, directly or indirectly in any other occupation, profession, or business." Are there any professional or business concerns in which you would plan to stay involved after appointment?

Yes No If Yes, explain:

6.7 Are you or have you ever been insolvent or in serious financial difficulties?

Yes No If Yes, explain:

6.8 Are you aware of any potential direct or contingent financial claims against you or your partners?

Yes No If Yes, explain:

6.9 Have you ever had emotional or physical health problems that should have received or did receive treatment?

Yes No If Yes, explain:

6.10 Have you ever had an illness that kept you off work for longer than three weeks?

Yes No If Yes, explain:

6.11 Have you ever had an illness or condition that would prevent you from fulfilling your duties on the Bench?

Yes No If Yes, explain:

7. Travel Ability and Preferred Regions

The following is a list of judicial districts and the communities in those districts which have courts and therefore are places to which you will be expected to travel. Please specify the region(s) of the province to which you are willing to be assigned by placing a check mark in the box. A map for further reference is on the next page.

7.1 Judicial Districts

- | | | |
|---|--|--|
| <input type="checkbox"/> South Vancouver Island <ul style="list-style-type: none">• Colwood• Duncan• Victoria | <input type="checkbox"/> South Fraser <ul style="list-style-type: none">• Abbotsford• Chilliwack• Surrey | <input type="checkbox"/> Cariboo/Northeast <ul style="list-style-type: none">• 100 Mile House• Alexis Creek• Anahim Lake• Chetwynd• Dawson Creek• Fort Nelson• Fort St. James• Fort St. John• Fort Ware• Fraser Lake• Hudson's Hope• Mackenzie• McBride• Quesnel• Prince George• Tumbler Ridge• Vanderhoof• Valemount• Williams Lake |
| <input type="checkbox"/> North Vancouver Island <ul style="list-style-type: none">• Alert Bay• Campbell River• Courtenay• Gold River• Nanaimo• Parksville• Port Alberni• Port Hardy• Powell River• Tofino• Ucluelet | <input type="checkbox"/> Okanagan <ul style="list-style-type: none">• Kelowna• Penticton• Princeton• Revelstoke• Salmon Arm• Vernon | |
| <input type="checkbox"/> Coast <ul style="list-style-type: none">• North Vancouver• Pemberton• Sechelt | <input type="checkbox"/> Kootenays <ul style="list-style-type: none">• Castlegar• Cranbrook• Creston• Fernie• Golden• Grand Forks• Invermere• Nakusp• Nelson• Rossland• Sparwood | |
| <input type="checkbox"/> Vancouver Criminal <ul style="list-style-type: none">• Richmond• Vancouver | <input type="checkbox"/> Kamloops <ul style="list-style-type: none">• Clearwater• Lillooet• Kamloops• Merritt | <input type="checkbox"/> Northwest <ul style="list-style-type: none">• Burns Lake• Dease Lake• Kitimat• Masset• New Aiyansh• New Hazelton• Prince Rupert• Queen Charlotte City• Stewart• Smithers• Terrace |
| <input type="checkbox"/> Vancouver Family/Civil <ul style="list-style-type: none">• Richmond• Vancouver | | |
| <input type="checkbox"/> North Fraser <ul style="list-style-type: none">• Coquitlam• New Westminster | | |

7.2 Do you hold a valid BC Driver's License?

Yes No If No, explain: _____

7.3 Please note any limitations on your ability to travel.





Judicial Council of British Columbia

Consent for Disclosure of Personal Information

The following information is provided for the purpose of security check, consisting of a name search through all police systems for the purpose of providing a security screening assessment and obtain information on a record of criminal convictions for which a pardon has not been granted. This information will also be used to compile a driver's abstract in those areas where I hold a valid license. These investigations are conducted by the Judicial Council of British Columbia or its authorized agent, Kroll Background America, and I authorize their access to my information for the purpose of determining my suitability for appointment.

Surname: _____ Given names: _____

Gender: Male Female Social Insurance Number: _____

Yes No Do you use any other names (maiden, alias, nickname, other)?

If yes, please provide the other names you use.

Yes No Was your name at birth different than your current name?

If yes, please provide your name at birth.

Date of birth: _____ City, province/state and country of birth: _____

Residential Address: _____

Previous Address if residing less than two years at current address: _____

Home telephone number: _____ Business telephone number: _____

Driver's license number: _____ Province of issue: _____

Pursuant to Section 33 of the *Freedom of Information and Protection of Individual Privacy Act*, RSBC 1996, Chapter 165, I, the undersigned, do hereby consent to the disclosure of the above information as required for the purpose of a security check through the Canadian Police Information Centre (CPIC), and to the disclosure of the results of such security check and any information concerning my criminal record for which a pardon has not been granted, to the Judicial Council of British Columbia, and to any of its members and employees.

I hereby signify my consent as set out above and certify that the information set out by me on this page is true and correct to the best of my knowledge and belief. I understand that a false statement may disqualify me from consideration for appointment.

Signature _____ Date _____



Judicial Council of British Columbia

Authorization and Release

I, _____, of _____ in consideration of the review and assessment of my application for appointment as a judge to the Provincial Court of British Columbia, do hereby:

1. Authorize the Law Society of British Columbia, and any other Law Society of which I am or have been a member, to furnish to the Judicial Council of British Columbia and/or any of its members, all details of formal and informal complaints or charges, insurance or compensation claims, copies of those complaints, charges or claims, the result of such complaints, charges or claims, and their present status.
2. Authorize the following persons, including any of their staff:
 - Law Society of British Columbia and any other Law Society of which I am or have been a member;
 - my current and former employers;
 - my current or former employees or work colleagues;
 - my current or former partners or associates in the practice of law;
 - the Canadian Bar Association and any sub-sections thereof;
 - colleagues in community and professional organizations with which I am or have been associated; and
 - any other person or organization the Judicial Council considers it advisable to contact; to provide to the Judicial Council of British Columbia with records or other information pertaining to me, and to answer inquiries, whether written or oral, from or on behalf of the Judicial Council concerning me, relevant to my professional conduct and activities and/or my moral character and fitness to perform the responsibilities of a judge.
3. Authorize the Law Society of British Columbia, and any other Law Society of which I am or have been a member, to furnish to the Judicial Council of British Columbia and/or any of its members, a copy of the last 5 years of practice declarations.
4. Release, remise, and forever discharge such Law Societies, Canadian Bar Association, CBA subsections, employers, employees, partners, associates, colleagues or other persons or organizations contacted by or on behalf of the Judicial Council of British Columbia, and any of their staff, the Judicial Council of British Columbia including its members and staff, the Judicial Advisory Committee including its members and staff, and all other individuals consulted in respect of my aforesaid candidature from any and all claims, causes of action, suits, actions, and liabilities of every nature and kind whatsoever, arising from, as a result of, or in any way related to the release of the aforesaid information (whether orally or in writing) and/or documents or the consideration and assessment of my said application and candidature.

Dated at _____ this _____ day of _____, 20_____.

Signature



Judicial Council of British Columbia

Consent for Release of Medical Information

I, _____, born on _____, hereby authorize the release of this medical report and all related information from my physician to the Judicial Council.

Signature

Date

Physical Examination:

Height: _____ Weight: _____ Blood Pressure: _____

Head and Neck:

Respiratory system:

Cardiovascular System:

Abdomen:

Central Nervous System:

Musculoskeletal System:

Current Medical Conditions:

(Please indicate any conditions for which the candidate is currently undergoing treatment.)

Past Medical History:

(Please indicate significant past illnesses or surgery, and include any psychiatric problems.)

Current Medication:

(Please list all currently prescribed medication.)

Family History:

(Please list any heritable or genetic diseases.)

Systems Review:

(Please note positive symptoms, use of alcohol, etc.)

Summary:

The candidate has been my patient since _____

Yes No I consider this candidate to be in good physical and mental health.
Yes No I have further relevant information or comments I wish to discuss with a member of the Judicial Council.

Physician=s Name: _____

Physician's Stamp:

Address: _____

Telephone: _____

This report is strictly confidential. Please mail directly to the Judicial Council.

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Vancouver, BC V7Y 1E8