

JOB ANNOUNCEMENT

Job Title: Associate Judge -- Full-time

Salary: \$150,000 per year (paid bi-weekly)

Location: Waller County Courthouse and
Auxiliary Courthouses
836 Austin, Hempstead, TX 77445

FLSA: Exempt

Closing Date: 12/15/2025



About the Position/Responsibilities

The 506th Judicial District Court of Waller County, Texas, and Waller County Courts at Law One and Two are accepting applications for one full-time associate judge position. In accordance with the Local Rules of the Courts and Texas Government Code Chapter 54A, the associate judge will assist the three courts with any matters assigned by the judges of those courts, including but not limited to:

- (1) A negotiated plea of guilty or no contest before the court;
- (2) A bond forfeiture;
- (3) A pretrial motion;
- (4) A writ of habeas corpus;
- (5) An examining trial;
- (6) An occupational driver's license;
- (7) An appeal of an administrative driver's license revocation hearing;
- (8) A civil commitment matter under Subtitle C, Title 7, Health and Safety Code;
- (9) An order setting, adjusting, or revoking bond;
- (10) The issuance of search warrants, including a search warrant under Article 18.02 (10), Code of Criminal Procedure, notwithstanding Article 18.01(c), Code of Criminal Procedure;
- (11) Any civil case (including family/juvenile law) or portion of such case; and
- (12) Any other matter the judge considers necessary and proper.

Minimum Qualifications:

The qualifications for the associate judge shall be governed by Texas Government Code 54A. To qualify for appointment as an associate judge, a person must:

- be a resident of this state and of Waller County;
- have been licensed to practice law in this state for at least four years;
- not have been removed from office by impeachment, by the supreme court, by the governor on address to the legislature, by a tribunal reviewing a recommendation of the State Commission on Judicial Conduct, or by the legislature's abolition of the judge's court; and
- not have resigned from office after having received notice that formal proceedings by the State Commission on Judicial Conduct had been instituted as provided by Texas Government Code Section 33.022 and before final disposition of the proceedings.

In addition, to qualify for an appointment as an associate judge to serve the three hiring courts, a person must possess the following:

- significant criminal law experience, including knowledge of statutory and constitutional procedure, court trial procedure, the Texas Code of Criminal Procedure, and the Texas Penal Code;
- the ability to conduct objective hearings; evaluate facts; and apply knowledge of the law to issues arising in all types of cases;
- a valid Texas Driver's License;
- the capability of handling busy, diverse, dockets with minimal supervision; and
- a professional demeanor and the ability to work well with others.

Work Schedule:

Court operating hours are typically Monday through Friday, 8:00 a.m. to 5:00 p.m. Variations from those hours may occur, including early mornings, evenings, weekends and holidays as needed. This is a full-time position and is exempt from the overtime provisions of the Fair Labor Standards Act. This position is at-will, reporting to the elected judges of the hiring courts. Some nights and weekends the associate judge will be assigned as the primary judge on call for all search and/or arrest warrants. During the typical court operating hours, the associate judge can expect to be the primary judge handling magistrate duties at the Waller County Jail. In addition, the associate judge can expect to be the primary judge handling search/arrest warrants and juvenile detention hearings.

Licenses and Certifications Required:

- Juris Doctorate from accredited Law School
- Texas Law License, minimum four (4) years of experience

Applications:

To be considered for an Associate Judge appointment, a candidate must submit the following:

- Resume accompanied with a letter of interest stating in detail experience and any other relevant information; and
- Texas MCLE transcripts for last three years.
- Waller County Employment Application

Background check and pre-employment drug testing, required.

Benefits:

Waller County offers a competitive benefits program, including a comprehensive group health and related benefits plan as well as a retirement plan.

Application Instructions:

To apply, submit the required documents in a single email to the following three addresses:

court506coordinator@gmail.com y.pinon@wallercounty.us ccl2@wallercounty.us

Equal Opportunity Statement

Waller County is an Equal Opportunity Employer and is committed to providing equal employment opportunities to all employees and applicants without regard to race, color, religion, sex, national origin, age, pregnancy, disability, genetic information, sexual orientation, gender identity or any other protected class in accordance with applicable federal and state laws.