

Fall-Spring 2019-2020

Dear Candidate for Office of Municipal Judge:

The Administrative Office of the Courts (AOC), in cooperation with the New Mexico Judicial Education Center (JEC) and the New Mexico Municipal League, is responsible for certifying to the Supreme Court that all newly elected municipal court judges have satisfied the educational prerequisites to begin their service on the bench. This letter is to advise you of those requirements should you be elected as municipal judge.

All municipal judges who are elected for the first time (and also including those who: 1) previously have been municipal judges but have not served within the last 4 years, or 2) were appointed and have not yet attended in-person the New Municipal Judges Orientation), **must attend the next available offering of an initial week-long orientation program to qualify for judicial office.**

JEC is responsible for providing the orientation for new municipal judges and has scheduled the orientation in Albuquerque as follows:

- **Mon., Dec. 9, through Fri., Dec. 13, 2019 (for those elected/appointed prior to Dec. 9)**
- **Mon., Mar. 16, through Fri., Mar. 20, 2020 (for those elected/appointed after Dec. 9, but before Mar. 16)**

As needed, JEC will pay the costs of this program, including mileage, lodging and per diem, for the week of instruction. **Attendance is mandatory.**

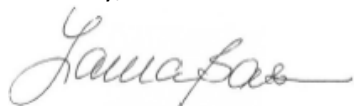
If you win the November or March election, you **must contact Laura Bassein at JEC immediately** at bassein@law.unm.edu or 505-277-1083 to register for the new judge orientation program. You also should contact the New Mexico Municipal League, 1-800-432-2036, to confirm your election and be added to their mailing list.

The following legal provisions apply to municipal judge training:

1. Supreme Court Rule 25-102 requires new municipal court judges to initially qualify for office by attending a judicial qualification training course approved by the AOC. The approved course is the one offered by JEC as described above. This rule also requires new municipal court judges to notify AOC of their initial election or appointment. You may fulfill this obligation by calling AOC at 505-827-4800 in Santa Fe.
2. Supreme Court Rule 25-103 requires all municipal court judges to attend an annual continuing judicial education program. JEC is responsible for providing this program. The next annual Municipal Judges Conference is scheduled for **May 6-8, 2020** in Albuquerque. The annual education requirement is available at <http://jec.unm.edu/education/training-requirements-in-nm-1>.
3. Supreme Court Rule 25-104 provides that the Supreme Court may suspend or remove any municipal court judge who fails to attend the initial training or to meet the continuing education requirement.
4. Section 35-14-10 of the New Mexico Statutes requires municipal court judges to annually complete a judicial training program and states that no municipal judge "shall receive any salary until he has successfully completed, or been exempted from, the required judicial training program."
5. New municipal judges are also assigned a mentor and will have a follow-up educational program in Albuquerque on **September 10-11, 2020**.
6. These four components (November or March Orientation, May Annual Conference, Mentor, and September Follow-up) constitute the 2019/2020 new municipal judge training program.

As a candidate for judicial office, you must adhere to the campaign and fundraising restrictions found in the Code of Judicial Conduct. Please be aware that the Code of Judicial Conduct applies to incumbents and challengers alike. The Code of Judicial Conduct is available from the New Mexico Compilation Commission (<https://www.nmcompcomm.us/>) as described on the following page.

Sincerely,

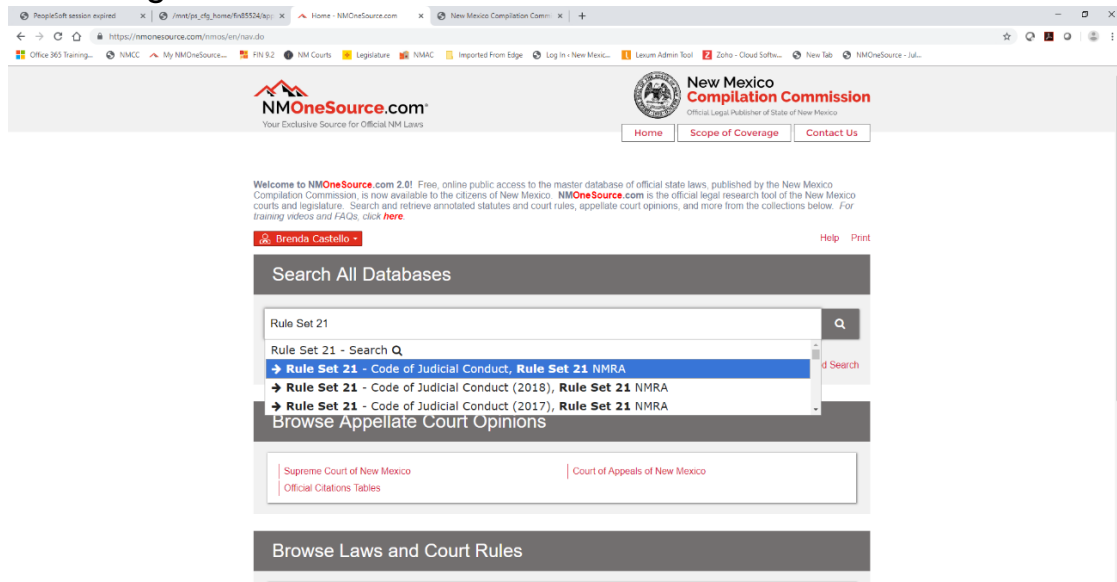


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New Mexico Code of Judicial Conduct

The Code of Judicial Conduct applies to all municipal judges and all candidates for municipal judge. To locate the Code of Judicial Conduct take the following steps:

1. Go to the NMOneSource website at: <https://nmonesource.com>.
2. Scroll to: "Search All Databases".
3. Type in: "Rule Set 21".
4. Do **NOT** press Enter.
5. Choose the first autosuggestion – highlight it and click.
6. See image below:



7. "Rule Set 21 – Code of Judicial Conduct" will open.
8. Read the entire Code of Judicial Conduct from Rule 21-001 through Rule 21-406.

It is very important for judges and candidates for judicial office to understand the entire Code of Judicial Conduct. Canon 4 (and all associated rules under Canon 4) provides particularly important requirements for election related activity for both sitting judges and candidates for judicial office.