



Making the world a more just place by educating and inspiring its judiciary

President & Chief Executive Officer

The National Judicial College

Reno, Nevada

SEARCH SUMMARY

The National Judicial College (“the NJC”), the nation’s premier judicial education institution, is seeking its next President & Chief Executive Officer (“President”). This is a unique and significant leadership opportunity for a dynamic and visionary individual who cares deeply about judicial education and its impact on the rule of law and the independence of the judiciary. Established in 1963, the NJC remains the preeminent and largest educational enterprise in the United States that teaches judicial skills to judges of all types from all over the United States, Indian Country and foreign nations as well. The broad array of judges served by the NJC, a nonprofit and nonpartisan organization, based in Reno, Nevada, decides a substantial majority of the cases in the United States. The NJC Board of Trustees is seeking a knowledgeable, strategic, and resourceful leader, who is well acquainted with the U.S. judicial system, and who exemplifies and embraces the highest ethical standards, as befits an impartial and fair judiciary.

The rule of law and the fair administration of justice require an independent judiciary composed of justices and judges who are competent in the application of legal and equitable principles and precedents to the cases and disputes that come before them, who adhere to unassailable ethical norms, and who adopt best practices in the management of the courts and other dispute-resolution venues. Exemplary judges are not born, but developed through practice and education, and it is the mission and work of the NJC to provide education and development opportunities for the judiciary. The NJC’s President should embrace this work. The President will lead the staff of the NJC and the more than 300 accomplished, volunteer judges and subject

matter experts to provide the finest educational opportunities to prepare judges for the difficult challenges facing our judicial system today.

The successful candidate will have a law degree and experience in the practice of law and will offer substantial experience and competence in managing a mission-driven enterprise comparable to the NJC, along with many of the desired qualifications and characteristics that are described later in this document. A nine-member search committee is working with the national executive search firm of Isaacson, Miller to conduct this search. The NJC Board of Trustees will make the hiring decision and the President will report to the Board. The application and nomination process is described in the final section of this document.

ABOUT THE NATIONAL JUDICIAL COLLEGE

In 1961, the American Bar Association joined with the American Judicature Society and the Institute of Judicial Administration to organize the Joint Committee for the Effective Administration of Justice. United States Supreme Court Justice Tom C. Clark served as chair along with Professor Ernest C. Friesen, who became the NJC's first dean. Among the Committee's recommendations was the creation of an entity to provide judicial education.

For over 60 years, the National Judicial College has remained the national leader in judicial education. Today the NJC works with the judiciary to improve effectiveness and efficiency and inspire judges to achieve judicial excellence. The NJC serves as an important venue where judges from across the nation and around the world can meet to improve the delivery of justice and advance the rule of law through a disciplined process of professional study and collegial dialogue. By offering an average of 100 courses and other educational offerings annually with more than 10,000 judges attending from all 50 states, U.S. territories and more than 150 countries, the NJC seeks to further its mission of making the world a more just place by educating and inspiring its judiciary. With the growth of online education, in recent years, more than half of NJC's annual enrollment is in online programming.

Mission and Academic Freedom

Intellectual pluralism and academic freedom are central principles of American higher education as well as the National Judicial College's offerings. Within the context of its mission (**making the world a more just place by educating and inspiring its judiciary**), the NJC promotes the free exchange of ideas and encourages debate over legal, judicial, and administration of justice issues. The NJC is committed to providing a learning environment characterized by openness of participant expression, tolerance for expression of differing views, and the ability to speak confidently with the highest degree of civility. Within the framework of learning objectives

designed for each educational offering, the NJC's staff and faculty embrace academic freedom as they develop balanced subject content and facilitated discussion.

Finances and Fundraising

The National Judicial College is financially secure and stable. For 2023, the NJC reported annual revenues of about \$8.5 million and expenses of just slightly less than \$8.5 million. Over half of the revenue secured in 2023 was derived from grants and contributions, and about \$2.6 million (or roughly 30%) from program revenues (e.g., tuition income). More than 90% of the NJC's instructional services are provided by faculty who volunteer their time.

Courses and Conferences

The NJC offers a broad array of relevant courses both in-person at its campus at the University of Nevada, Reno, and at other select venues across the United States and in foreign countries. In addition, the NJC offers web-based courses and webinars throughout the year, allowing participants to access these educational resources remotely. The NJC also offers special programs that are customized for a particular jurisdiction or tribunal. For detailed information about the courses offered, the venues, and the fees for these courses and conferences, please see <https://www.judges.org/courses/>

Governance – Board of Trustees

The NJC's Board of Trustees sets policy, fosters a climate of excellence, promotes the development of innovative judicial education programs, and provides leadership in achieving the NJC's mission. Trustees are dedicated individuals from diverse fields encompassing the law and the judiciary, as well as business and corporate areas. <https://www.judges.org/about/boards-faculty-and-the-njc-team/board-of-trustees/>. The Chair of the Board of Trustees, Hon. Mary-Margaret Anderson (Ret.) is a member of the search committee.

Faculty Council

The Faculty Council provides input to the NJC's administration and Board of Trustees. <https://www.judges.org/about/boards-faculty-and-the-njc-team/faculty-council/> The current Chair of the Faculty Council, Hon. Dr. Melissa Lin Jones, is a member of the search committee.

Board of Visitors

The Board of Visitors is a group of nationally recognized individuals who advance the quality of education at the NJC by serving as goodwill ambassadors, enhancing awareness of the NJC, and

assisting with fundraising efforts. <https://www.judges.org/about/boards-faculty-and-the-njc-team/board-of-visitors/> Roman M. Silberfeld, Esq., a current Co-chair of the Board of Visitors, is a member of the search committee.

ROLE OF THE PRESIDENT

The President serves as the Chief Executive Officer of the NJC. The principal responsibilities of the NJC President include the following:

1. **Strategic Leadership:** In collaboration with the Board of Trustees, the President will develop and implement the NJC's strategic plan, ensuring that it aligns with the organization's mission and values. The President is expected to provide visionary leadership to the NJC's staff, faculty, Board of Trustees, and other NJC stakeholders, including its participants.
2. **Fundraising:** The President will develop and implement a comprehensive fundraising strategy to ensure the NJC's financial sustainability, and in that regard the President will establish and maintain productive relationships with key stakeholders, including judges, faculty, funders, and partner organizations.
3. **Program Development:** In collaboration with the NJC staff and faculty, the President will lead the NJC in fulfilling its mission of developing and delivering high-quality educational programs for judges of all kinds and at all levels. The President, working closely with the Faculty Council, will be expected to ensure that the NJC's programs are relevant, innovative, and effective.
4. **Financial Management:** The President will oversee the development and execution of the NJC's budget, ensuring that it is sound and that resources are used efficiently and effectively. In addition, the President will develop and implement financial policies and procedures that ensure the organization's long-term financial sustainability.
5. **External Relations:** The President serves as the NJC's primary spokesperson and advocate, representing the organization to external stakeholders, including the judiciary, legal community, governmental entities, media, and general public. The President will represent the NJC in national and international forums and serve as an ambassador for the organization.
6. **Human Resources:** The President is responsible for recruiting, managing, developing, and retaining a high-performing team of staff and faculty. The President will foster a culture of collaboration, innovation, and excellence across the organization.

DESIRED QUALIFICATIONS AND CHARACTERISTICS

The successful candidate should bring many of the following professional qualifications, skills, experience, and qualities to the role:

- A fundamental commitment to the rule of law and the value of an educated, impartial, and efficient judiciary.
- Substantial knowledge about, and experience within, a state court system, the federal court system, or a system of administrative adjudication, preferably as an adjudicator or state court system administrator, or a lawyer with significant experience with courts earned through bar service, court committees, or a litigation practice.
- Significant leadership and management experience in one or more of the following sectors: judicial service, agency adjudication, the practice of law, legal education, higher education, business, military or government service, or nonprofit and civic organizations.
- Fundraising experience with a proven ability to secure major individual and corporate donations, foundation and government grants, and/or law firm support.
- Experience working within a governance structure that involves direction from, and consultation with, a governing board; collaboration with board leadership; and shared governance that includes the input of other stakeholders.
- J.D. degree, or an equivalent degree in law, and current or prior admission to practice law in at least one state.
- Leadership qualities that include team-building, empathy, and respect for staff at all levels of the enterprise.
- An entrepreneurial orientation focusing on strategies and opportunities for growth and improvement, and an aptitude for change.
- Outstanding communication skills with an ability to persuade others, building respect for the NJC and enlarging its audience and impact.
- Excellent budgeting, financial, and analytical skills, and a commitment to transparency and honesty in sharing information with internal stakeholders.
- A synergist who can combine financial and human resources in a matrixed enterprise to achieve shared objectives, advance the mission, and achieve a vision.
- A problem-solver who understands and embraces the need for research, data, and rigorous analysis in creating new products and services and in evaluating existing programs for their relevance, appeal, and financial impact.
- Proficiency in managing conflict through direct consultation and collaboration.
- Admirable personal character distinguished by a solid reputation, ethical integrity, open-mindedness, approachability, diligence, and accountability.

COMPENSATION AND LOCATION

As the Chief Executive Officer of the NJC, the President is required to live in or near Reno and the campus of the University of Nevada, Reno, and to direct operations in person at that location. Travel will be required for in-person meetings with funders, partners in the state, federal, and administrative judiciary and bar associations, the NJC Board, and others. The basic annual salary range for this leadership position is between \$230,000 and \$260,000, depending on commensurate, relevant experience; in addition, the NJC provides a very generous benefits package.

APPLICATIONS, INQUIRIES, AND NOMINATIONS

Screening of complete applications will begin immediately and continue until the completion of the search process. To allow for full consideration, candidates should apply by October 6, 2025. Inquiries, nominations, referrals, and resumes with cover letters should be sent via the Isaacson, Miller website:

<https://www.imsearch.com/open-searches/national-judicial-college/presidentchief-executive-officer>

Electronic submission of materials is strongly encouraged.

Tim McFeeley, Partner

Mia Carpiello, Senior Associate

Henry Nickerson, Search Coordinator

Isaacson, Miller

The National Judicial College admits participants of any age, race, color, religion, national or ethnic origin, disability or limited English proficiency.

The National Judicial College is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, medical condition, pregnancy, genetic information, marital status, amnesty, or status as a covered veteran, or any other characteristic protected by applicable federal, state or local laws.