



# NORTH CAROLINA **Judicial** COLLEGE

Agenda

## **Magistrates and You: Strengthening Your Working Relationships**

October 8-9, 2009

School of Government, Chapel Hill, NC

### **Learning Outcomes:**

- Create a common understanding of the magistrate's roles and responsibilities
- Identify stages of the employment life cycle and your role as leader
- Discover how to build and maintain relationships with magistrates including setting expectations, giving feedback, and acknowledging performance.
- Receive information about rules governing the appointment, pay and removal of magistrates
- Share strategies for managing day-to-day operations and working relationships with magistrates

### **Thursday, October 8, 2009**

**10:00 -10:45 Welcome and Introductions**

**10:45-11:30 Explore Expectations**

- Donna Warner, School of Government

**11:30-12:15 Legal Framework**

- Michael Crowell, School of Government

**12:15-1:00 Lunch**

**1:00-2:45 Your Role in the Selection Process –Donna Warner, Willow Jacobson**

- Judge Don Bridges, Senior Resident Superior Court Judge, District 27B
- Judge Allen Cobb, Senior Resident Superior Court Judge, District 5
- Lorrin Freeman, Clerk of Superior Court, Wake County
- Katie Harrell, Clerk of Superior Court, Duplin County

**2:45-3:00 Break**

**3:00-4:45 Setting Expectations for New Magistrates**

- Willow Jacobson, School of Government
- Donna Warner, School of Government

**4:45-5:00      Wrap Up**

**6:00-8:00      Dinner**

**Friday, October 9, 2009**

**9:00-9:15 Check-in**

**9:15-10:25    Managing Day to Day Operations**

- Willow Jacobson, School of Government
- Table facilitators: Bonni Baird, Cindy Bizzell, Michael Crowell, Jim Drennan, Willow Jacobson, Donna Warner

**10:25-10:40 Break**

**10:40-11:30   Managing Day to Day Operations (continued)**

**11:30-12:00 Wrap-up and Commitments**

**12:00-2:00    Lunch and Business meeting**

- Judge William Hamby, President, Conference of Chief District Court Judges
- Chief Justice Sarah Parker, NC Supreme Court
- Judge John Smith, Administrative Office of the Courts
- David Hoke, Administrative Office of the Courts

This conference will have **8.75** hours of instruction, all of which will qualify for continuing judicial education credit under Rule II.C of Continuing Judicial Education. Chief judges will receive 1 hour of CJE credit for attending the Conference of Chief District Court Judges meeting.

Any lunch or dinner provided as part of this program is paid for by the Judicial College. When claiming reimbursement for expenses for this program, the portion of the daily travel allowance allocated for those lunches and dinner may not be claimed. Reimbursements will not include this allocation for lunch or dinner on any day in which it is provided.

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