



Dakota County Court Appointed Counsel – Paternity

Request for Qualifications

The First Judicial District-Dakota County District Court, in conjunction with Dakota County Administration, seeks to appoint an attorney to the pool of attorneys for paternity proceedings which legally require the mandated appointment of counsel per Minn. Stat. §257.69.

Preferred qualifications include:

- Two years or more of legal practice and experience in family law
- Current licensed attorney in good standing with the State of Minnesota
- Hold malpractice insurance with a minimum of \$200,000 coverage per occurrence/claim
- Court Authorization to confirm standing with Lawyers Professional Responsibility Board

The current county contract rate is \$500.00 per case assignment. Court hearings are held remotely on Monday afternoons through www.zoomgov.com, and occasionally held in-person at one of the three Dakota County Courthouses. The court time varies and is dependent on case filings but is approximately 35–45-hours per month.

Information can be located at <http://www.mncourts.gov/Find-Courts/Dakota.aspx>.

Please mail or email completed qualification and authorization form with attached resume to:

**Deb Hubley, Court Operations Manager
Dakota County District Court
1560 West Hwy 55
Hastings, MN 55033
deb.hubley@courts.state.mn.us**

Applications must be received by Tuesday, March 17, 2025 @ 4:30 p.m.

**FIRST JUDICIAL DISTRICT
DAKOTA COUNTY DISTRICT COURT
FAMILY DIVISION**

COURT APPOINTED ATTORNEY QUALIFICATION FORM

Attorney Name:

Name of Law Firm:

Office Address:

Office Phone Number:

Office Fax Number:

Attorney ID Number:

1. Malpractice Insurance Carrier:

Policy Number:

Limits:

2. Do you currently have 2 years of experience as a practicing attorney? Yes or No
List the dates of your legal practice in Minnesota: _____ to _____

3. Do you currently have experience with Paternity cases? Yes or No
If yes, please include experience in attached resume.

4. Have you previously been a Court Appointed Attorney? Yes or No

5. Briefly explain your interest and experience in the areas of family law:

6. Are you able to file documents remotely? Yes or No

7. It may be necessary for you to interview people outside of your office. Therefore, please answer the following:

- a. Are you a licensed driver in the State of Minnesota? Yes or No
- b. Would you be using your own car? Yes or No
If yes, do you have liability and collision insurance for such vehicle? Yes or No

8. Are you currently under discipline, suspension and/or probation by the Minnesota Supreme Court? Yes or No

If yes, please explain:

I authorize the Office of Lawyer’s Professional Responsibility to disclose my public and private disciplinary history to the Dakota County Court Administrator’s Office. (NOTE: Each applicant must also complete the separate Authorization Form for the Lawyer’s Professional Responsibility Board as the application is maintained by the Court).

Signature

Date

**FIRST JUDICIAL DISTRICT
DAKOTA COUNTY DISTRICT COURT
FAMILY DIVISION**

COURT APPOINTED ATTORNEY AUTHORIZATION FORM

ATTORNEY NAME:

NAME OF LAW FIRM:

OFFICE ADDRESS:

OFFICE PHONE NUMBER:

ATTORNEY ID NUMBER:

I am presently not under suspension or probation by the Minnesota Supreme Court, and I understand that I will be suspended from service in Dakota County for cause upon a finding by the First Judicial District Chief Judge. I authorize the Dakota County Court Administrator's Office to verify my disciplinary status with the appropriate boards and I authorize the Office of Lawyer's Professional Responsibility to disclose my public and private disciplinary history to the Dakota County Court Administrator's Office.

Signature

Date