MAINE JUDICIAL BRANCH

PROCESS FOR APPOINTMENT AS A BAIL COMMISSIONER

Bail Commissioners are appointed by the Chief Judge of the District Court and serve at the pleasure of the Court. They must be available to work on an irregular on-call schedule including nights, weekends, and holidays. Appointments are made after review of an application, reference calls, a background investigation, and a determination by the Chief Judge as to the need for a Bail Commissioner in the area where the applicant lives.

Persons who are currently employed by, or have a family member currently employed by, the following agencies/businesses, are not eligible to apply:

- A Law enforcement agency;
- A Jail/correctional facility;
- A Law firm;
- The Department of Corrections;
- A Prosecutor's office;
- A regional communications/dispatch center; and/or
- A Town/City, County, State, or Federal government agency that has a law enforcement agency under its supervision.

If appointed as a Bail Commissioner, each applicant must do the following before being allowed to begin their duties:

- Attend a mandatory training;
- Pass a fingerprint-based FBI criminal history background check;
- Complete an online certification to view Criminal Justice Information;
- Job shadow an experienced bail commissioner; and
- Open a dedicated bail commissioner bank account.

Bail Commissioners are independent contractors and are not State employees. The Judicial Branch does not compensate Bail Commissioners for their time nor expenses. Rather, Bail Commissioners are compensated pursuant to 15 M.R.S. §1023(5) only.

To begin the application process please send an email to BailCommissionerOps@courts.maine.gov. Upon confirmation that there is a need in your geographic area for an additional Bail Commissioner, a fillable version of the application will be emailed to you, along with a blank background check form. The application may be emailed back to the above-referenced email address. The background check *must* be **mailed** to:

The Office of the Chief Judge
Maine District Court
1 Court Street
Augusta, ME 04330

For additional questions, please send your inquiries to BailCommissionerOps@courts.maine.gov.

ADA Notice: The Maine Judicial Branch complies with the Americans with Disabilities Act (ADA). If you need a reasonable accommodation, contact the Court Access Coordinator, accessibility@courts.maine.gov, or a court clerk.
Language Services: For language assistance and interpreters, contact a court clerk or interpreters@courts.maine.gov.