



City Of Nixon, Texas
Municipal Court Judge Position
Request for Statements of Qualifications

The City of Nixon, Texas (the “City”) has issued this Request for Qualifications (“RFQ”) because it is seeking Statements of Qualifications (“Statements”) for Municipal Court Judge services. Qualified applicants are invited to submit a statement for the provision of these services. To be considered, Statements must address each of the requests for information included in this RFQ. All Judges and Attorneys are invited to submit a statement for the provision of these services.

1. Background Information

The City of Nixon is located in Gonzales County and has a population of about 3000 residents. The City of Nixon is a Type A General Law municipality with a mayor and five councilmembers at large.

2. Scope of Service

The Municipal Court Judge presides over the Municipal Court of the City of Nixon and handles all Class C misdemeanors, violations of City of Nixon ordinances, pretrial conferences, bench trials, jury trials, and other matters within the jurisdiction of a municipal court in the State of Texas. Currently, courts are held once a month, and each session averages 4 hours. The court remains in session until all court business has been concluded.

The Municipal Judge is a public official who serves a term of two (2) years, which may be renewed. The Municipal Judge’s position is that of an independent contractor.

3. Submission Requirements

A. Content of Statement Qualifications

Statement of Qualifications shall contain the following contents and information:

1. Cover Letter
2. Resume

4. Submission Procedures

All Statements of Qualifications must be received no later than 2:00 pm on June 15, 2026. Please submit one (1) original copy of your sealed Statement of Qualifications. Statements of Qualifications may be submitted in person to the City of Nixon or by mail by the deadline. Statements of Qualifications shall be submitted in a sealed envelope, clearly marked on the outside of the envelope, "Municipal Court Judge" and addressed to or email:

City Of Nixon
Attn: Tanya Torres
302 E. Central Ave
Nixon, TX 78140
citysecretary@nixon.texas.gov

5. Evaluation and Selection

A. Required Qualifications

All applicants must meet the following qualifications for their Statement of Qualifications to be considered:

1. Must be at least 21 years of age.
2. Must be a resident of the State of Texas.
3. Must be a citizen of the United States.
4. Must have at least 4 years of experience as a Judge or Associate Judge in the State of Texas; and
5. Must be bondable.

6. Selection Procedures

The City of Nixon will interview all qualified applicants based on experience and education. The City of Nixon is an equal opportunity employer and shall not discriminate against any person on the basis of race, religion, sex, or age.

The selection of the Municipal Court Judge will be made by the City Council. It is expected that the City Council will either interview all applicants or select a shortlist of one or more applicants for interview. The City of Nixon reserves the right to reject any and all Statements of Qualifications and waive informalities in the Statements received.