

## Jefferson Circuit Court, Family Division

# Application to Serve as Appointed Counsel in Jefferson Family Court

(Guardian Ad Litem and Parent's Attorney Appointment)

**Applications Due: MARCH 1, 2026**

In compliance with Family Court Rules of Procedure and Practice (FCRPP) 35-38, to provide consistent and quality representation for abused, dependency and/or neglected children and adult parties on the DNA dockets, please see the attached application/questionnaire.

Each Family Court judge will maintain a list for his/her division for appointments and are accepting applications. Those currently serving as GAL/Parent's attorneys will be "grandfathered" onto the lists in their current division but will need to resubmit an application as the new Supreme Court rule requires additional expectations. Applications submitted after (3/1/25) will not be reviewed until March 2026, and then every February subsequent.

Applicants must be in good standing with the Kentucky Bar Association and must agree, if selected, not to make a campaign contribution to any sitting judge serving in, or judicial candidate for Jefferson Circuit Family Division Court.

Applications can be obtained by contacting Kelly Williamson, Family Court Project Coordinator at [kellyw@kycourts.net](mailto:kellyw@kycourts.net) or from the Court Administrators Office, Jefferson Judicial Center, Suite 220, 700 West Jefferson Street, Louisville, Kentucky 40202.

Questions regarding the process may be addressed to: Kelly Williamson (502) 595-4588

# Application to Serve as Appointed Counsel in Jefferson Family Court

(Guardian Ad Litem and Parent's Attorney Appointment)

NAME: \_\_\_\_\_

OFFICE PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

OFFICE ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

YEAR ADMITTED TO THE BAR: \_\_\_\_\_

Please briefly describe your qualifications to serve in Jefferson Family Court representing parties on the dependency, abuse, and neglect docket. (You may attach resume)

Please briefly describe why you wish to serve Jefferson Family Court.

For the following questions, the terms "cases" and "actions" refer to actions pursuant to KRS 620.010; custody matters; termination of parental rights proceedings; other civil actions adjudicating the rights of infants/children; and criminal prosecutions arising from charges of child abuse and neglect.

Have you acted as a Guardian Ad Litem or Parent's Attorney for a dependent, abused and/or neglected child in at least five (5) cases? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you acted as a Guardian Ad Litem or Parent's Attorney in actions that were adjudicated after trial? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you acted as a Guardian Ad Litem or counsel in an action as appellate counsel? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you ever been sanctioned or disciplined by the Kentucky Bar Association or bar association of any state? YES \_\_\_\_\_ NO \_\_\_\_\_ (If yes, explain on separate sheet)

Have you attended training as required by the FCRPP 35-38? YES \_\_\_\_\_ NO \_\_\_\_\_  
Please describe trainings attended, dates, with as much specificity as possible.

Have you written or co-authored any articles, training materials, or books regarding the legal representation of children or parties in DNA cases? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you ever visited the Home of the Innocents or a foster care home? YES \_\_\_\_ NO \_\_\_\_

Different Family Court Divisions currently have their dockets on different days of the week. (Please note there is an expectation that you could cover 1 o'clock emergency dockets, which could potentially have you come on a different day of the week.) You may also be appointed on a TPR that is scheduled on different days and times. Please check those divisions/days of the week you would be available to serve:

I am seeking appointments/am available; please note if you choose multiple divisions on the same day it is your responsibility to be available.

Tuesdays: Division 1 \_\_\_\_\_ Division 6 \_\_\_\_\_ Division 7 \_\_\_\_\_

Wednesdays: Division 2 \_\_\_\_\_ Division 5 \_\_\_\_\_ Division 9 \_\_\_\_\_

Thursdays: Division 3 \_\_\_\_\_ Division 4 \_\_\_\_\_ Division 8 \_\_\_\_\_ Division 10 \_\_\_\_\_

I have read and understood FRCPP and Appendix D to the rules, and understand as such I may be appointed as to serve in Jefferson Family Court as a guardian ad litem or adult counsel and, further I will update this with future trainings as required by the rule and changes to any information contained in this application,

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date