



What is a Court Administrator

Helpful Information for Those Who Want to Know

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Have you ever been asked:

“What is a court administrator?”

Or:

“What exactly does a court administrator do?”

This publication covers these questions and provides brief and descriptive information on important aspects about the position of court administrator.



Of Note



Foundations for Today's Court Administrator-

1957 - 1st trial court administrator appointed in Los Angeles
1965 - National Association of Trial Court Administrators created
1967 - National Association for Court Administration created
1970 - Institute for Court Management created
1985 - National Association for Court Management created
1990s - first court leader competencies created in ten areas
2015 - Competencies rebranded and rewritten into thirteen areas

- Functions with the chief judge as part of the court executive team
- Serves in a profession with defined competencies, knowledge, skills, and abilities
- Works with specialized court functions and staff skilled in discreet operational areas
- Possesses responsibilities for caseload volumes and workload complexities
- Has increased focus on court performance measurement and management
- Exhibits increasing attention to people-centered justice and procedural fairness
- Utilizes technology for a variety of court processes and public access
- Operates with increased inter-reliance, interdependence, and justice stakeholder collaboration
- Supports court rule making and codification of policies and procedures
- Recognizes the importance of perceptions and credibility of court operations



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