



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 53822

The Appellate Division of the Supreme Court, Third Judicial Department, is currently seeking applications for an attorney in the Court's Mental Hygiene Legal Service.

POSITION TITLE: SENIOR ATTORNEY

JG: 26

BASE SALARY: \$84,122

QUALIFICATIONS: Admission to the New York State bar and two (2) years of service in the Attorney title; **or** equivalent legal experience

DISTINGUISHING FEATURES OF WORK:

With substantial independence from supervision, Senior Attorneys serve in a confidential capacity and research legal questions and issues, organize investigations, prepare and present cases before administrative tribunals and courts, and perform other related duties. Senior Attorneys provide legal research and advocacy services in the Mental Hygiene Legal Services, attorney disciplinary committees, 18B panel administration, or other such units. They may also oversee a departmental law guardian program.

POSITION TITLE: ASSOCIATE ATTORNEY

JG: 28

BASE SALARY: \$93,733

QUALIFICATIONS: Admission to the New York State Bar and two (2) years of service in the Senior Attorney title; **or** equivalent legal experience

DISTINGUISHING FEATURES OF WORK:

Associate Attorneys serve in a confidential capacity and research legal questions and issues, organize complex investigations, prepare and present complex cases before administrative tribunals and trial and appellate courts, and perform other related duties. Associate Attorneys provide legal research and advocacy services in the Mental Hygiene Legal Services, attorney disciplinary committees, 18B panel administration, or other such units. They may also oversee a departmental law guardian program.

LOCATION: APPELLATE DIVISION, THIRD DEPARTMENT
MENTAL HYGIENE LEGAL SERVICE - ONEONTA OFFICE

CLASSIFICATION: NON-COMPETITIVE/CONFIDENTIAL

ASSIGNMENT:

This position will be assigned to the Mental Hygiene Legal Service of the Third Judicial Department at the Oneonta Satellite Office. The attorney hired for this position will provide direct representation and legal and non-legal advocacy services to persons with mental disabilities within the Third Judicial Department. A valid driver's license and car are essential.

GENERAL INFORMATION:

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this court or agency within the next six (6) months. Position(s) available at the present time: 1. Special arrangements for the disabled may be made by contacting this office at 518-471-4801 prior to the interview.

APPLICATION PROCEDURES: All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at <http://www.nycourts.gov/careers/UCS5.pdf>) and a resume, cover letter and references by email to AD3-Employment@nycourts.gov or mail to:

Robert D. Mayberger
Clerk of the Court
Appellate Division, Third Department
P. O. Box 7288, Capitol Station
Albany, New York 12224

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: November 8, 2018 **APPLICATION MUST BE POSTMARKED OR RECEIVED BY:** December 1, 2018

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