



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

**PLEASE POST
ANNOUNCEMENT NO. 22012**

POSITION TITLE: SUPPORT MAGISTRATE **JG: 31**

LOCATION: FAMILY COURT, NEW YORK CITY

BASE SALARY: \$ 99,599 + LOCATION PAY \$3,697

CLASSIFICATION: EXEMPT/CONFIDENTIAL

QUALIFICATIONS: Five (5) years of relevant legal experience gained after admission to the New York State Bar; **or**
An equivalent combination of education and experience.

DISTINGUISHING FEATURES OF WORK:

Support Magistrates work under the direction of the Chief and Deputy Chief Family Court Magistrate concerning adherence to training, standards and administrative support. Under the general direction of an Administrative Judge, Support Magistrates serve in a confidential capacity and are responsible for conducting initial formal hearings to determine support proceedings, proceedings to determine paternity, and other matters within their authority, as defined by Section 439 of the Family Court Act. They conduct hearings, determine questions of fact and law, prepare findings of fact, and issue binding orders. They serve in a confidential quasi-judicial capacity for a term of three years, and may be reappointed for subsequent terms.

ASSIGNMENT: CITYWIDE

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 three (6) months. Position(s) available at the present time: 1.

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 www.nycourts.gov/careers/UCS5.pdf) and a resume to:

HON. EDWINA MENDELSON-RICHARDSON
ADMINISTRATIVE JUDGE
NEW YORK CITY FAMILY COURT
60 LAFAYETTE STREET - 11TH FLOOR
NEW YORK, NY 10013

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: August 27, 2010

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: September 17, 2010

THE NEW YORK STATE UNIFIED COURT SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER. WOMEN, MINORITIES, AND INDIVIDUALS WITH DISABILITIES ARE ENCOURAGED TO APPLY.
