



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 22201

POSITION TITLE: SENIOR COURT ANALYST (Child Welfare Court Improvement Project Liaison) **JG:** 21

LOCATION: NEW YORK CITY FAMILY COURT, KINGS COUNTY

BASE SALARY: \$58,298 + LOCATION PAY \$3,697

CLASSIFICATION: NON-COMPETITIVE/CONFIDENTIAL
THIS POSITION IS TEMPORARY AND SUBJECT TO GRANT FUNDING

QUALIFICATION: ONE YEAR IN THE COURT ANALYST TITLE; **OR** BACHELOR'S DEGREE FROM AN ACCREDITED COLLEGE OR UNIVERSITY AND TWO (2) YEARS OF RELEVANT EXPERIENCE; **OR** MASTER'S DEGREE IN PUBLIC OR BUSINESS ADMINISTRATION FROM AN ACCREDITED COLLEGE OR UNIVERSITY AND ONE (1) YEAR OF RELEVANT EXPERIENCE; **OR** AN EQUIVALENT COMBINATION OF EDUCATION AND EXPERIENCE.

DISTINGUISHING FEATURES OF WORK:

Under supervision, Senior Court Analysts work individually or as team leaders, on projects that involve research and confidential analysis, planning and other related work in one or more of the following areas: budget development and court finance; personnel administration; resource allocation; and court system management and administration. As team leaders, Senior Court Analysts supervise Junior Court Analysts and Court Analysts assigned to field or research projects of narrow scope.

ASSIGNMENT:

The Child Welfare Court Improvement Project ('CWCIP') is a statewide, federally-funded initiative that supports the Family Court's mandate to promote the safety, permanence and well-being of abused and neglected children. Working under the overall direction and administrative supervision of the Statewide CWCIP Coordinator and Assistant Coordinator (in collaboration with the Office of the Administrative Judge of the New York City Family Court) and under the direct day-to-day programmatic supervision of the borough supervising judge, the Child Welfare Court Improvement Project Liaison's responsibilities may include: 1) implementing or assisting in the management of ongoing initiatives and projects designed to improve child welfare court practices, including facilitating and/or participating in collaborative groups consisting of the court, child welfare system and other key stakeholders; 2) coordinating training programs with respect to these initiatives; 3) providing technical assistance in key specialty areas to family court judges and court managers, particularly with respect to data outcome measures; 4) providing technical assistance to increase compliance with the Adoption and Safe Families Act, Title IV-E of the Social Security Act, state law and other statutory and regulatory mandates affecting the processing of child welfare matters in the family courts and supporting the court system's role in federal review processes such as the Title IV-E and Child and Family Services reviews. A thorough working knowledge of family court and child welfare system operations, family law and child welfare policy is required. A master's degree in public policy or social work, a law degree, or an MBA in business administration preferred. The Child Welfare Court Improvement Project Liaison will be assigned to the supervising judge in Kings Family Court. The position will require periodic statewide travel.

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 the same 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.

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.courts.state.ny.us) and a resume to:

PETER PASSIDOMO, ESQ.
CHIEF CLERK
NEW YORK CITY FAMILY COURT
60 LAFAYETTE STREET
NEW YORK, NEW YORK 10013

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: March 2, 2012 **APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** March 23, 2012

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