

PLEASE POST



**EMPLOYMENT
OPPORTUNITY**

State of New York
**UNIFIED COURT SYSTEM
5TH JUDICIAL DISTRICT**

ANNOUNCEMENT NUMBER: 05014

POSITION TITLE: SUPPORT MAGISTRATE JG-31

LOCATION: JEFFERSON COUNTY FAMILY COURT

BASE SALARY: \$ 99,599 ANNUALLY

CLASSIFICATION: EXEMPT-CONFIDENTIAL

TERM: Support Magistrates serve an initial three-year term and may be reappointed for subsequent five-year terms. The private practice of law is prohibited during a term.

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. Knowledge of state and federal laws governing support and paternity proceedings, civil and criminal practice, the New York State and Federal constitutions, administrative law, legal terminology and forms is preferred. While these are minimum qualifications for this title, consideration may be given to education and experience directly related to the assignment.

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 the Administrative Judge, Support Magistrates serve in a confidential capacity and are responsible for the conducting of 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 an initial term of three years, and may be reappointed for subsequent five-year terms.

ASSIGNMENT:

This position will be initially based in Jefferson County and will involve assignments to other counties within the Fifth Judicial District. Experience in and a working knowledge of office automation using micro-computers for word processing applications is preferred (Windows XP, Corel, WordPerfect Suite). Travel will be required.

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.

ALL INTERESTED PERSONS MEETING THE MINIMUM QUALIFICATIONS ARE ENCOURAGED TO SUBMIT A UCS-5, "APPLICATION FOR EMPLOYMENT" FORM AND "APPLICATION FOR APPOINTMENT AS FAMILY COURT SUPPORT MAGISTRATE" (OBTAINABLE FROM ANY ADMINISTRATIVE OFFICE IN A COURT BUILDING OR ON THE WEB <http://www.nycourts.gov/careers/SuppMagAppFillable.pdf>) AND RESUME TO:

MICHAEL A. KLEIN, ESQ.
DISTRICT EXECUTIVE
FIFTH JUDICIAL DISTRICT OFFICE
600 S. STATE STREET, ROOM 300
SYRACUSE, NEW YORK 13202

POSTING DATE: NOVEMBER 17, 2010

APPLICATION MUST BE POSTMARKED OR RECEIVED BY: DECEMBER 9, 2010

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