



EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM
3RD JUDICIAL DEPARTMENT

PLEASE POSTANNOUNCEMENT NO. 53003

The Mental Hygiene Legal Service (Third Judicial Department) is currently seeking one attorney for its legal staff in the Fourth Judicial District. The position to be filled will be in one of the following titles and will depend, in part on the qualifications of the applicant selected.

POSITION TITLE: SENIOR ATTORNEY **JG: 26**

BASE SALARY: \$76,195

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.

OR

POSITION TITLE: ATTORNEY **JG: 23**

BASE SALARY: \$64,834

QUALIFICATIONS: Admission to the New York State Bar.

DISTINGUISHING FEATURES OF WORK:

Under direct supervision, Attorneys serve in a confidential capacity and research legal questions and issues, prepare cases for administrative proceedings and litigation in the courts, and perform other related duties. Attorneys provide legal research and advocacy services in the Mental Hygiene Legal Services, attorney disciplinary committees, 18B panel administration, or other such units.

LOCATION: Mental Hygiene Leal Service Third Judicial, Department Ogdensburg, New York

OR

Mental Hygiene Legal Service Third Judicial Department, Tupper Lake, New York

CLASSIFICATION: NON-COMPETITIVE/CONFIDENTIAL

ASSIGNMENT: Provision of direct representation and legal and non-legal advocacy services to mentally disabled persons within the Fourth Judicial District and elsewhere as may be directed. A valid drivers's license and car 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 three (3) 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 <http://www.nycourts.gov/careers/UCS5.pdf> and a resume to:

SHELIA E. SHEA, DIRECTOR
SUPREME COURT, APPELLATE DIVISION
MENTAL HYGIENE LEGAL SERVICE - THIRD JUDICIAL DEPARTMENT
40 STEUBEN STREET, SUITE 501
ALBANY, NEW YORK 12207-2109

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.
