



**EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT**

**State of New York
UNIFIED COURT SYSTEM
3RD JUDICIAL DEPARTMENT**

Posting No. 53009

The Supreme Court, Appellate Division, Third Judicial Department, is currently seeking an attorney to assist in the Court's Civil Appeals Settlement Program. The position to be filled will be in one of the following two position titles and will depend, in part, on the qualifications of the applicant selected. Applicants should specify the position title or titles for which they wish to be considered.

POSITION TITLE: **Senior Appellate Court Attorney (JG-28)**

LOCATION: Supreme Court, Appellate Division
Civil Appeals Settlement Program
Robert Abrams Building for Law And Justice
Empire State Plaza
Albany, NY 12223

BASE SALARY: \$84,897 per year

CLASSIFICATION: Non-competitive/Confidential

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

**DISTINGUISHING
FEATURES OF WORK:** Senior Appellate Court Attorneys research and analyze complex legal issues and questions for the court and perform other related duties. They serve in a confidential capacity and work under substantial independence from supervision in units located in the Appellate Divisions and Appellate Terms of the Supreme Court.

POSITION TITLE: **Appellate Court Attorney (JG-26)**

LOCATION: Supreme Court, Appellate Division
Robert Abrams Building for Law And Justice
Empire State Plaza
Albany, NY 12223

BASE SALARY: \$76,195 per year

CLASSIFICATION: Non-competitive/Confidential

QUALIFICATIONS: Admission to the New York State Bar.

DISTINGUISHING
FEATURES OF WORK: Appellate Court Attorneys research and analyze legal issues and questions for the court and perform other related duties. They serve in a confidential capacity and work under supervision in units located in the Appellate Divisions and Appellate Terms of the Supreme Court.

ASSIGNMENT: This position will assist the Director of the Civil Appeals Settlement Program in fulfilling the mission of the Program, namely to facilitate settlement of appeals pending before the Court by bringing the parties together before the appeals are calendared. The individual hired for this position will also be assigned a variety of administrative and legal duties including the writing of reports in attorney disciplinary matters, legal research and the preparation of legal memoranda, and other related duties as assigned by the Presiding Justice or the Clerk of the Court.

GENERAL INFORMATION: The above statements are intended to describe the general nature and level of work being performed by persons assigned to these titles. They do not include all job duties performed by employees in these titles 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 these titles 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 (obtainable from any administrative office in a court building or from the Unified Court System's website at <http://www.nycourts.gov/careers/UCS5.pdf>) AND a resume to:

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

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: December 3, 2010

APPLICATION MUST BE POSTMARKED OR RECEIVED BY: December 24, 2010

The New York State Unified Court System is an Equal Opportunity Employer. Women, minorities and individuals with disabilities are encouraged to apply.