

STATE OF NEW YORK
UNIFIED COURT SYSTEM
8TH JUDICIAL DISTRICT**ANNOUNCEMENT # 08002**

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

LOCATION: CHAUTAUQUA COUNTY FAMILY COURT
MAYVILLE, NEW YORK

BASE SALARY: \$99,599 PER YEAR

CLASSIFICATION: EXEMPT-CONFIDENTIAL

TERM: Support Magistrates serve in a confidential quasi-judicial capacity for an initial term of three years, and may be reappointed for subsequent five year terms. Private practice of law is prohibited during the 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.

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:

The appointee will be assigned as a Support Magistrate primarily conducting support proceeding hearings for the Chautauqua County Family Court. In addition, the appointee may be required to travel to other counties within the 8th Judicial District as operational needs require.

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 <http://www.nycourts.gov/careers/UCS5.pdf> and/or a resume along with an Application for Appointment as a Support Magistrate (obtainable from any administrative office in a court building or on the web at <http://www.nycourts.gov/careers/SuppMagAppFillable.pdf>) to:

Marie Villari
Senior Management Analyst
8th Judicial District Administrative Office
92 Franklin Street
Buffalo, New York 14202

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM

POSTING DATE: MARCH 10, 2010 APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: MARCH 31, 2010

The N.Y.S. Unified Court System is an Equal Opportunity Employer. Women, minorities and individuals with disabilities are encouraged to apply. Special arrangements for the disabled may be made by contacting the 8th Judicial District Administrative Office at (716) 845-2505 prior to the interview. For more information on career opportunities in the NYS Courts please visit www.nycourts.gov