



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 9263

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

POSITION LOCATIONS: 9th JUDICIAL DISTRICT
WESTCHESTER COUNTY FAMILY COURT

BASE SALARY: \$ 114,413 + \$4,300 LOCATION PAY

CLASSIFICATION: EXEMPT/CONFIDENTIAL

QUALIFICATIONS: Five (5) years of relevant legal experience, three (3) of which must be in New York State, 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 Support Magistrate will be assigned to Westchester County Family Court. Typical duties include, but are not limited to: conducting conferences and hearings, researching and analyzing complex legal issues, reviewing documents, determining credibility of testimony and admissibility of evidence, making findings of fact and conclusions of law and preparing detailed written decisions.

GENERAL INFORMATION: The above statements are intended to describe the general nature and level of work 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.

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.nycourts.gov/careers/UCS5.pdf) and <http://www.nycourts.gov/careers/SuppMagAppFillable.pdf>, and a resume and cover letter by email to 9jDemoloyeeinformation@nycourts.gov or by mail to:

HON. ANNE E. MINIHAN, A.J.S.C.
ADMINISTRATIVE JUDGE - 9TH JUDICIAL DISTRICT
WESTCHESTER COUNTY COURTHOUSE
111 DR. MARTIN LUTHER KING JR. BLVD
WHITE PLAINS, NY 10601

[APPLICANTS ARE ENCOURAGED TO COMPLETE THE EQUAL EMPLOYMENT OPPORTUNITY DATA COLLECTION FORM.](#)
New hires must be fully vaccinated against the COVID-19 virus by the date of hire, unless granted a reasonable accommodation due to disability or religion.

POSTING DATE: December 12, 2022 **APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** January 9, 2023

The New York State Unified Court System is an equal opportunity employer, and does not discriminate on the basis of race, color, religion, gender (including pregnancy and gender identity or expression), national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, parental status, military service, or other non-merit factor.
