



**EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT**

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

Posting No. **53007**

The Supreme Court, Appellate Division, Third Judicial Department, is currently seeking an attorney to serve as the Assistant Director of its Office of Attorneys for Children. 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.

<u>POSITION TITLE:</u>	Associate Attorney	(JG-28)
<u>LOCATION:</u>	Office of Attorneys for Children Robert Abrams Building for Law And Justice Empire State Plaza Albany, NY 12223	
<u>BASE SALARY:</u>	\$84,897 per year	
<u>CLASSIFICATION:</u>	Non-competitive/Confidential	
<u>QUALIFICATIONS:</u>	Admission to the New York State Bar and two (2) years of service in the Senior Attorney title; or equivalent legal experience.	
<u>DISTINGUISHING FEATURES OF WORK:</u>	Associate Attorneys serve in a confidential capacity and research legal questions and issues, organize complex investigations, prepare and present complex cases before the administrative tribunals and trial and appellate courts, and perform other related duties. Associate Attorneys may also provide legal research and advocacy services in departmental Attorneys for Children Offices and other court units. See Assignment section below for particular duties to be performed by this position.	

POSITION TITLE: **Senior Attorney** **(JG-26)**

LOCATION: Office of Attorneys for Children
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 and (2) two 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, and prepare and present cases before administrative tribunals and courts, and perform other related duties. Senior Attorneys may also provide legal research and advocacy services in departmental Attorneys for Children Offices and other court units. See Assignment section below for particular duties to be performed by this position.

ASSIGNMENT: This position will assist the Director of the Third Department's Office of Attorneys for Children in fulfilling the mission of the Office, namely to provide quality legal services to children in Family Court proceedings and Supreme Court custody matters. The position will become involved in all aspects of the Office's administration, including oversight of the Attorneys for Children panels, provision of support services for panel attorneys, and development and implementation of the Office's comprehensive legal education program for children's attorneys.

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:

Michael J. Novack
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: October 27, 2010

APPLICATION MUST BE POSTMARKED OR RECEIVED BY: November 22, 2010

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