



UCS-23

EMPLOYMENT  
OPPORTUNITY  
ANNOUNCEMENT  
STATE OF NEW YORK  
UNIFIED COURT SYSTEM

**PLEASE POST**  
ANNOUNCEMENT NO. 3225

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

**POSITION LOCATIONS:** 3<sup>rd</sup> JUDICIAL DISTRICT  
SULLIVAN COUNTY FAMILY COURT

**BASE SALARY:** \$ 114,413

**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:** 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](http://www.nycourts.gov/careers/UCS5.pdf)) and <http://www.nycourts.gov/careers/SuppMagAppFillable.pdf>, a resume and cover letter by email to [3jdpersonnel@nycourts.gov](mailto:3jdpersonnel@nycourts.gov) or mail to:

CHRISTY BASS  
DISTRICT EXECUTIVE  
THIRD JUDICIAL DISTRICT OFFICE  
2500 POND VIEW, SUITE 210  
CASTLETON-ON-HUDSON, NY 12033

**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.

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**POSTING DATE:** June 17, 2022

**APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** July 15, 2022

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