



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 53303

THE APPELLATE DIVISION OF THE SUPREME COURT, THIRD JUDICIAL DEPARTMENT, IS CURRENTLY SEEKING APPLICATIONS FOR AN ATTORNEY IN THE COURT'S COMMITTEE ON PROFESSIONAL STANDARDS. ONE (1) POSITION WILL BE FILLED IN ONE OF THE FOLLOWING TITLES DEPENDING, IN PART, ON THE QUALIFICATIONS OF THE CANDIDATE SELECTED. APPLICANTS SHOULD SPECIFY THE POSITION TITLE OR TITLES FOR WHICH THEY WISH TO BE CONSIDERED.

POSITION TITLE: ASSOCIATE ATTORNEY JG - 28

BASE SALARY: \$84,897

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

DISTINGUISHING FEATURES OF WORK

Associate Attorneys serve in a confidential capacity and research legal questions and issues, organize complex investigations, prepare and present complex cases before administrative tribunals and trial and appellate courts, and perform other related duties. Associate Attorneys provide legal research and advocacy services in the Mental Hygiene Legal Services, attorney disciplinary committees, 18B panel administration, or other such units. They may also oversee a departmental law guardian program.

POSITION TITLE: SENIOR ATTORNEY JG - 26

BASE SALARY: \$76,195

QUALIFICATIONS: Admission to the New York State Bar and two (2) 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, prepare and present cases before administrative tribunals and courts, and perform other related duties. Senior Attorneys provide legal research and advocacy services in the Mental Hygiene Legal Services, attorney disciplinary committees, 18B panel administration, or other such units. They may also oversee a departmental law guardian program.

LOCATION: COMMITTEE ON PROFESSIONAL STANDARDS
286 WASHINGTON AVENUE EXTENSION, SUITE 200
ALBANY, NEW YORK

CLASSIFICATION: NON-COMPETITIVE/CONFIDENTIAL

ASSIGNMENT: This position will be assigned to the Committee on Professional Standards of the Third Judicial Department, which is the Court's attorney disciplinary committee. The attorney hired for this position will be expected to, among other things, and under the supervision of the Chief Attorney, prepare and present cases before the Committee on Professional Standards and at hearings before referees appointed by the Appellate Division, Third Department, and will also represent the Committee in attorney disciplinary proceedings before the Court.

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 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 <http://www.nycourts.gov/careers/UCS5.pdf>) and a resume to:

ROBERT D. MAYBERGER
CLERK OF THE COURT
NEW YORK STATE SUPREME COURT
APPELLATE DIVISION, THIRD DEPARTMENT
P.O. BOX 7288, CAPITOL STATION
ALBANY, NEW YORK 12224

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: September 11, 2013

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: October 5, 2013

THE NEW YORK STATE UNIFIED COURT SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER. WOMEN, MINORITIES, AND INDIVIDUALS WITH DISABILITIES ARE ENCOURAGED TO APPLY.
