

POSITION AVAILABLE

DEDICATED INDIVIDUALS NEEDED

Issued: 08/14/2019

www.steubencony.org

Steuben County, New York is currently recruiting candidates for the position of

DEPUTY COUNTY ATTORNEY **Municipal Affairs**

This is a full time position in the County Attorney's Office. The chosen applicant will be responsible for acting as the Chief Assistant to the County Attorney in the performance of professional legal duties as Chief Legal Officer of the County for all matters of a civil nature. The work involves the professional practice of law in a wide variety of municipal legal matters including contract and document preparation, in-rem tax proceedings, bankruptcies, labor litigation (grievances, arbitrations, Section 75 disciplinary proceedings, etc.) and Article 78 proceedings, as well as assisting the County Attorney in the development of policy through advice to County Legislators, Officers and Department Heads. Good knowledge of Family Court Law as it pertains to issues of Juvenile Delinquency Proceedings and Persons In Need of Supervision Proceedings as directed by the County Attorney, general supervision is exercised over the activities of subordinate Assistant County Attorneys in their performance of duties.

Applicants must meet the following:

MINIMUM QUALIFICATIONS:

Graduation from a regionally accredited or New York State certified law school and ten (10) years' experience in the practice of the law, including two years specialization in the practice of civil law in New York State.

SPECIAL REQUIREMENT:

Admission or eligible for admission to the Bar of the State of New York is required at the time of appointment. Incumbents in this position are required by the County Legislature to reside within the County of Steuben at all times during their employment in the title.

SALARY/BENEFITS:

- ✓ \$70,023 - \$89,290 depending upon experience
- ✓ NYS Retirement System and excellent benefits
- ✓ Located in scenic Finger Lakes region of New York State

Interested qualified applicants are invited to send a resume and cover letter no later than **September 13, 2019**, to:

Jennifer K. Prossick, County Attorney
Steuben County Law Department
3 East Pulteney Square
Bath, NY 14810-1578