

WARREN COUNTY ATTORNEY'S OFFICE

NOTICE OF VACANCY

Reissued 10/8/2026 - Updated Details

ASSISTANT COUNTY ATTORNEY

The Warren County Attorney's Office is seeking an attorney to serve as an Assistant County Attorney in either a full-time or part-time capacity.

The Warren County Attorney's Office provides in-house legal counsel to the Warren County Board of Supervisors and County officers and employees. The Office handles a broad range of legal matters involving county government, including civil litigation, employment law, contracts, municipal law, and Family Court proceedings.

Duties may include:

- Represent Warren County in civil actions and administrative proceedings, including preparing pleadings, discovery demands and responses, motions, pretrial submissions, and appeals, as required.
- Advise County officials and departments on legal and policy matters relating to County operations, including personnel and employment matters, ethics, records, internal investigations, compliance with applicable state and local laws, and other administrative matters.
- Represent Warren County in Family Court proceedings, including the prosecution of juvenile delinquency petitions from arraignment through final disposition.
- Review and draft contracts and agreements and provide legal advice regarding matters related to County business.
- Perform other legal duties as assigned by the County Attorney.

This position offers a unique opportunity to develop expertise across a broad range of legal matters, including civil and administrative law, municipal law, contracts, personnel and employment matters, and trial practice. The Warren County Attorney's Office provides a supportive and flexible work environment and prioritizes professional development.

Salary: Full-time: \$95,000 to \$115,000 per year, commensurate with experience, plus County benefits. While this position is posted as full-time, consideration may be given to a part-time schedule for the right candidate.

Qualifications: Candidates must be admitted to practice law in New York State and in good standing.

Experience in civil litigation, criminal law, Family Court proceedings, municipal law, or other relevant areas of practice is preferred.

Proof of admission and good standing to practice law in New York State and a complete copy of the applicant's law school transcript may be required prior to an offer of employment.

Residency Requirement: Candidate must be a resident of Warren County or a contiguous county at the time of appointment.

To apply, please submit a cover letter stating your interest in the position, a current resume, and a completed Warren County application form ([Warren County Employment Application](#)) by **November 5, 2026**.

Please submit applications to: Warren County Attorney
Warren County Municipal Center
1340 State Route 9
Lake George, New York 12845
or by email to turcottea@warrencountyny.gov

Warren County is an Equal Opportunity Employer.