

WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES NOTICE OF VACANCY

ASSISTANT SOCIAL SERVICES ATTORNEY Full-time with benefits

Salary \$80,656 - \$95,391 (Commensurate with experience)

Summary of Duties:

This is a professional position assisting the Social Services' Attorney in providing legal representation to the Commissioner, other officials and employees of the Warren County Department of Social Services, with a primary concentration on representation of the Department's Child Protective, Family Preservation and Youth Development and Foster Care units in child abuse, child neglect and foster care matters. In addition, the attorney may be assigned to represent the Department in child support proceedings, paternity proceedings, adult protective proceedings, or other legal matters which are outside the scope of services provided to the Department by the County Attorney's office. The work is performed under the supervision of the Department's Chief Legal Counsel in accordance with overall policies of the Department with latitude given for the exercise of independent judgment in assigned matters. The attorney is on-call on a 24-hour basis at all times. Does related work as required.

Minimum Qualifications: At the time of appointment and throughout the term of employment, admission to the New York State Bar and current registration in good standing to practice law in New York State.

The position will be filled based upon civil service requirements. A provisional appointment will be made with examination to be held at a later date. Candidates must meet civil service requirements for appointment following establishment of the eligible list.

Interested candidates may submit an application and resume to:

**Allison Millis, Staff Development Coordinator
Department of Social Services
1340 State Route 9
Lake George, NY 12845
Allison.millis@dfa.state.ny.us**

Applications will be accepted until the position is filled.

Applications may be obtained from <http://www.warrencountyny.gov/jobs>,
or by clicking [here](#).

Warren County is an Equal Opportunity/Affirmative Action Employer