

Civil Division: Oneida County Government
Jurisdictional Class: Exempt
EEO Category: Professional
Revised: 12/27/2007

ASSISTANT COUNTY ATTORNEY

DISTINGUISHING FEATURES OF THE CLASS: The incumbent of this class is responsible for the management and presentation of cases in the Family Court of Oneida County. This position organizes, examines, and coordinates materials and efforts related to presentment of juvenile delinquency cases, representation of out of state support petitioners and issues regarding Persons in Need of Supervision through final disposition of such cases. This is an appointed position in which incumbents serve both under the general direction of and at the pleasure of the County Attorney. Supervision is not usually a responsibility of this position. Incumbent performs related work as assigned by the County Attorney.

MINIMUM QUALIFICATIONS:

Assistant County Attorney I: Admission to the Bar of New York State **AND** four (4) years experience as an Assistant County Attorney

Assistant County Attorney II: Admission to the Bar of New York State **AND** two (2) years of experience in private or public practice, **OR** eighteen (18) months as an Assistant County Attorney III

Assistant County Attorney III: Admission to the Bar of New York State

SPECIAL REQUIREMENTS:

1. Eligibility for admission to practice as an attorney and counselor at law before the courts of the State of New York at the time of application. Admission to the Bar of the State of New York at the time of appointment.
2. Must be a resident of Oneida County

PROMOTION NOTE:

Law Department: Promotion will be within the discretion of the County Attorney and will not be automatic.

Department of Social Services: Promotion per Board Resolution #306, July 14, 1999.

Adopted: 11/17/2006
Title change: 01/03/2008 Social Services Attorney I and Social Services Attorney II abolished
Revised: 08/29/07; 12/27/2007