



EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 1459

POSITION TITLE: ASSISTANT DEPUTY COUNSEL **JG: 31**

LOCATION: OCA - COUNSEL'S OFFICE
NEW YORK, NY or ALBANY, NY

BASE SALARY: \$126,278* + \$4,775 LOCATION PAY (NYC ONLY)
*Candidates from other branches of NYS government may be appointed at a salary above base salary pursuant to the New York State Office of the State Comptroller Salary Manual for the Unified Court System.

CLASSIFICATION: NON-COMPETITIVE/CONFIDENTIAL

QUALIFICATIONS: Admission to the New York State Bar; and Two years of service in the Associate Counsel title; or minimum of five years of legal experience. **Candidates with substantial criminal law experience are encouraged to apply.**

ASSIGNMENT: This position is assigned to OCA Counsel's Office. Primarily, this individual will collaborate with the First Deputy Counsel to liaise with and provide legal guidance and support to the OCA Divisions of Court Research and Technology in order to implement various criminal justice reform measures including Clean Slate (Chapter 631 of the Laws of 2023). This position will also work with the First Deputy Counsel to provide analysis and advice to other Unified Court System personnel and administrators on criminal law and procedure; conduct criminal, legal, and policy research; and help with the implementation of criminal law proposals and reforms generally. Candidates will be expected to have extensive knowledge of the New York State Penal and Criminal Procedure Laws and a familiarity with the legislative process and an interest in intergovernmental relations. Applicants with experience practicing in the New York State criminal trial or appellate courts are also encouraged to apply.

DISTINGUISHING FEATURES OF WORK: Assistant Deputy Counsel specialize in particular substantive areas of the law which relate to the development and implementation of court policies and the administration of the Unified Court System. They are responsible for assisting less experienced attorneys in Counsel's Office under the general direction of Deputy Counsel and Counsel to the Office of Court Administration. Assistant Deputy Counsel analyze complex legal issues and questions presented by proposed administrative rules, legislation, and litigation, advise judges and non-judicial personnel on the implications of procedures and programs, and perform other related duties.

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. This is a full-time in-person position and is available and situated at a specific location. 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 www.nycourts.gov/careers/UCS5.pdf) and a cover letter and resume by email to counselsoffice-emp@nycourts.gov or mail to:

Anthony R. Perri
First Deputy Counsel – Criminal Justice
Office of Court Administration: Counsel's Office
25 Beaver St.
New York, NY 10004

[APPLICANTS ARE ENCOURAGED TO COMPLETE THE EQUAL EMPLOYMENT OPPORTUNITY DATA COLLECTION FORM](#)

POSTING DATE: June 13, 2024

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: July 11, 2024

The New York State Unified Court System is an equal opportunity employer, and does not discriminate on the basis of race, color, religion, gender (including pregnancy and gender identity or expression), national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, parental status, military service, or other non-merit factor.
