

**PLEASE POST**ANNOUNCEMENT NO. 1516 **CHANGE IN ASSIGNMENT - MENTORSHIP OPPORTUNITY**

POSITION TITLE: NEW YORK STATE COURT OFFICER JG: 19
NEW YORK STATE COURT OFFICER-SERGEANT JG: 20**LOCATION:** OCA - NYS COURT OFFICERS ACADEMY
BROOKLYN, NY and MALTA, NY OR CASTLETON-ON-HUDSON (POND VIEW)**QUALIFICATIONS:** Two (2) years of permanent, competitive class service in the NYS Court Officer, Court Officer*, UCO* title or 1 year of permanent, competitive class service in the NYS Court Officer-Sergeant or Senior Court Officer* title; or equivalent rank.

Candidates must have: a valid drivers license; full firearms privileges; be able to travel regularly to Pond View (Castleton-on-Hudson) and other off-site locations; be able to participate in rigorous physical training exercises; completed probation in current title.

ASSIGNMENT: This is an opportunity with the NYS Court Officers Academy to learn and assist with the presentation of in-service and recruit training programs for all court system personnel designated as "peace officers". Under the direction of Court Officer Academy training instructors duties will include, but are not limited to: assisting with providing and presenting training programs in a classroom or other formal training setting through oral instruction, use of training aids, and demonstration of physical techniques; assisting with orientation programs; setting up classroom or skills training area; preparing and maintaining attendance records, evaluation reports and files; maintaining and updating databases; assisting with administering written and skills performance tests; reviewing subject areas and lesson plans; and responding to questions from trainees. Candidates who do not meet performance expectations may return to their court of assignment at anytime during the mentorship program.

Successful completion and exemplary performance in this six month mentorship assignment may lead to appointment as a NYS Court Security Training Officer (JG-20). The program will include monthly evaluation meetings, coaching sessions, and evaluations by the Chief of Court Security Training, Majors and Captains.

GENERAL INFORMATION:

The above statements are intended to describe the general nature and level of work 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. 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: 5.

APPLICATION PROCEDURES: NYS Unified Court System employees 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 resume and cover letter by email to jbaccell@nycourts.gov or by mail to:

Joseph Baccellieri, Jr.
Chief of Court Security Training / Commanding Officer
NYS Court Officers Academy
541 St. Johns Place
Brooklyn, NY 11238

POSTING DATE: January 22, 2025**APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** March 6, 2025

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.
