



EMPLOYMENT  
OPPORTUNITY  
ANNOUNCEMENT  
STATE OF NEW YORK  
UNIFIED COURT SYSTEM

**PLEASE POST**  
ANNOUNCEMENT NO. 1527

---

**CANDIDATES WHO HAVE ALREADY APPLIED TO POSTING #14105 NEED NOT REAPPLY AND WILL BE CONSIDERED FOR THIS POSITION.**

---

**POSITION TITLE:** ASSISTANT DEPUTY COUNSEL (SPECIAL COUNSEL) **JG: 31**

**LOCATION:** OCA - OFFICE FOR JUSTICE INITIATIVES  
NEW YORK, NY

**BASE SALARY:** \$126,278 + \$4,775 LOCATION PAY

**CLASSIFICATION:** NON-COMPETITIVE/CONFIDENTIAL

**QUALIFICATIONS:** Admission to the New York State Bar; and Two years of service in the Associate Counsel title; or Equivalent legal experience. **Preference will be given to candidates with experience in criminal justice, emerging adult justice, juvenile justice and child welfare.**

**ASSIGNMENT:** The New York State Unified Court System's Office for Justice Initiatives (OJI) oversees the implementation of programs that aim to promote equal access to justice in New York State Courts, judiciary civil legal services programming, New York's problem-solving courts, child welfare, and juvenile, youth and emerging adult justice initiatives, including implementation of legislation raising the age of criminal responsibility in New York, and the court system's Equal Justice work. The individual hired for this position will be assigned to OJI's Youth and Emerging Adult Justice Division. Duties include but are not limited to: researching and analyzing intricate, complex and sensitive legal issues and questions, reviewing court policies and practices related to all OJI focus areas; providing confidential legal and policy advice; attending/facilitating meetings; collecting data, and drafting reports. Some travel is required.

**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. 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](http://www.nycourts.gov/careers/UCS5.pdf)) and a resume and cover letter by email to [OJI-Applications@nycourts.gov](mailto:OJI-Applications@nycourts.gov) or mail to:

Honorable Edwina G. Richardson  
Deputy Chief Administrative Judge for Justice Initiatives  
25 Beaver Street,  
New York, NY 10004

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

**POSTING DATE:** February 13, 2025

**APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** March 13, 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.

---

---