

County Attorney

Warren County is accepting applications from attorneys licensed to practice law in the State of New York for the position of County Attorney.

Position Duties:

The county attorney position is full time. The County Attorney is, by statute, the legal advisor to the board of supervisors and county officers in all matters involving an official act of a civil nature. The county attorney prosecutes and defends all civil actions and proceedings brought by or against the county, the board of supervisors and any officer. The County Attorney has direct responsibility for all activities of the law department as well as related duties as may be prescribed by law or by resolution of the County Board of Supervisors.

Term:

The County Attorney is appointed by the County Board of Supervisors and the term of office is coextensive with the two year term for which the members of the County Board of Supervisors serve.

Qualifications:

Applicants must be a resident of Warren County at the time of appointment and must be licensed to practice law in New York State and in good standing. Admission to practice in the US District Courts for the Northern District of New York is desirable.

Experience, skills and abilities of importance:

Applicants of interest will have experience in many or all of the following areas: trial and appellate litigation, complex contract drafting, real estate, construction law, intellectual property, matters involving state agency oversight and proceedings before those agencies, NY Freedom Of Information Law, labor law and practice, family court matters, legal research skills, administration of a legal office including supervision of subordinate attorneys and staff, municipal government representation including attendance at local government board meetings and counseling local government officials, good public speaking and counseling skills, negotiation skills, an ability to present complex legal concepts, experience defending local governments in federal and state court, and good communication and interpersonal skills.

New York Civil Service status:

The position is an exempt civil service position and salary will be commensurate with experience. Warren County provides eligible employees with a competitive benefit package.

TO APPLY:

For consideration please send cover letter, resume and completed county application (<http://www.co.warren.ny.us/civilservice/app.pdf>) to Jackie Figueroa, County Human Resources Director, Warren County Municipal Center, 1340 State Route 9, Lake George NY 12845 or figueroaj@warrencountyny.gov.

Warren County is an Equal Opportunity Employer.