

FULTON COUNTY
DEPARTMENT OF SOCIAL SERVICES
ANNOUNCES THE FOLLOWING:
SOCIAL SERVICES ATTORNEY

**FULTON, MONTGOMERY, HAMILTON, HERKIMER OR SARATOGA
COUNTY RESIDENCY IS REQUIRED**

This is a permanent non-union vacancy at the Department of Social Services

2025 Annual Salary: \$104,786

Typical Work Activities:

Acts as legal consultant to divisions of the Department of Social Services, such as Child Welfare, Public Assistance, Child Support, and the Resource Division;
Represents the Department of Social Services in child support, paternity, abuse and neglect, and foster care hearings in Family Court.
Represents the Department of Social Services in Adult Services court actions in County and Supreme Court;
Prepares all legal actions for negotiation and trial;
Prepares cases involving claims against the estates of decedents responsible for public assistance recipients and against legally responsible living relatives;
Oversees the preparation and settlement of liens taken against property and lawsuits of recipients of Social Services as required by the law;
Provides legal consultation to departmental staff in all areas of Social Services law as needed.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

Minimum Qualifications:

Graduation from a law school recognized by the University of the State of New York.

SPECIAL REQUIREMENT:

Possession of a license to practice law in New York State.

A copy or photocopy of your official academic transcript showing courses taken and degree conferred (if a degree is required) must accompany your application. If submitting a photocopy, this office must be able to verify it is an official transcript. Your transcript does not have to be submitted in a sealed envelope from the Registrar's Office. If your transcript, as previously described, does not accompany your application, your application will be disqualified.

**Applications should be filed with the
Department of Social Services
4 Daisy Lane
PO BOX 549
Johnstown NY 12095
(518) 736-5640**

They can be found on our website at www.fultoncountyny.gov.