



Human Resources  
Personnel • Civil Service • Employee Benefits

**MONTGOMERY**  
**COUNTY**<sup>NY</sup>  
Made of Something Stronger

Nicole Yaggle  
Personnel Officer

## **MONTGOMERY COUNTY EMPLOYMENT OPPORTUNITIES**

### **SUPERVISING SOCIAL SERVICES ATTORNEY (HELP PROGRAM)**

**SALARY: \$135,000**

**DEPARTMENT: SOCIAL SERVICES**

**LAST FILE DATE: 07/25/2025**

**DISTINGUISHING FEATURES OF THE CLASS:** This is professional and administrative legal consultative work of a highly complex and difficult nature involving responsibility for all legal matters in the Department of Social Services. Work is performed under minimal supervision and direction provided by the Commissioner of Social Services and higher level legal staff, requiring the exercise of independent judgment in regard to legal decisions and delegation of work. Close cooperation is maintained with the County Law Department and District Attorney's Office. Supervision is exercised over subordinate legal and clerical staff. Performs related work as required.

**RESIDENCY REQUIREMENT:** Applicants must be a legal resident of New York State. **Please provide a copy of your driver's license (front and back) for proof of residency.**

**PLEASE ATTACH ALL REQUIRED LICENSES, TRANSCRIPTS/DIPLOMAS, CERTIFICATIONS, AND/OR DOCUMENTS LISTED BELOW WITH YOUR APPLICATION TO VERIFY ALL CREDENTIALS**

**MINIMUM QUALIFICATIONS:** Admission to the Bar in New York State and Four (4) years of experience in the practice of law of which two (2) years shall have been in a supervisory capacity.

Applicants must provide verification that they have passed the NYS Bar exam and provide a current Certificate of Good Standing from the New York State Supreme Court, Appellate Division. An employee, is required to maintain the certificate of good standing for the duration of his or her career

Possession of a valid NYS driver's license is required at time of appointment and maintained during employment.

#### **NOTE:**

Because responsibilities of this position may fall within or in support of the Child Support division and will entail access to protected Federal Tax Information, all appointees to this title

must pass a criminal history background check. Toward that end, they will be required to provide a complete and accurate history of their residential addresses (on which inquiries to local law enforcement will be based) and to have their fingerprints checked against State and/or Federal criminal databases.

All applicants must, at the time of interview, sign a release under Section 424 of the Social Services Law. This release authorizes an inquiry to the New York State Control Register of Child Abuse and Maltreatment. Acceptable clearance must be maintained throughout the course of employment and any changes in status (including being named in a report of suspected child abuse or maltreatment) must be reported to Montgomery County immediately.

**Applications are available online at: [www.co.montgomery.ny.us](http://www.co.montgomery.ny.us). Completed applications must be received by the last file date.**