UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 52660

POSITION TITLE: PRINCIPAL ATTORNEY **JG:** 31

LOCATION: MENTAL HYGIENE LEGAL SERVICE
GOSHEN, ORANGE COUNTY

BASE SALARY: $130,061 + $2,460 LOCATION PAY

CLASSIFICATION: NON-COMPETITIVE/CONFIDENTIAL

QUALIFICATIONS: Admission to the New York State Bar and two (2) years of service in the Associate Attorney title; **or** Equivalent legal experience

DISTINGUISHING FEATURES OF WORK: Principal Attorneys serve in a confidential capacity in the Mental Hygiene Legal Services, attorney disciplinary committees, departmental law-guardian offices, or other such units where they research legal questions and issues, organize complex investigations, prepare and present complex cases before administrative tribunals and trial and appellate courts, and perform related duties. Principal Attorneys may also assist in selecting and training new staff, developing and implementing policies and procedures and in handling day-to-day administrative matters. They may also work with advisory committees, assist with planning and executing educational programs, assist with resolving administrative problems, and serve as director of a departmental law guardian office.

ASSIGNMENT: Principal Attorneys handle a substantial caseload and support the Principal Attorney-in-Charge in supervising an MHLS field office and may oversee daily operations in MHLS field offices, including monitoring time and attendance, procuring goods and services, maintaining statistical records and interfacing with building management on facility-related issues. Principal Attorneys may participate in the structured interview process for prospective employees, provide training and skills development, prepare annual performance evaluations and staff development plans, and provide oversight and coverage for other Principal Attorneys who are unavailable or on leave. In addition, they may serve as subject matter experts and lead a team of attorneys in a particular area of the Mental Hygiene Law or a specific legal mandate of the agency. Excellent lawyering, interpersonal and communication skills are required. A valid driver's license and car are 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), resume, and cover letter by email to MHLS2-HR@nycourts.gov or by mail to:

Eben Hill
Director
Mental Hygiene Legal Service
600 Old Country Road, Suite 224
Garden City, NY 11530

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EQUAL EMPLOYMENT OPPORTUNITY DATA COLLECTION FORM.

POSTING DATE: September 24, 2026 **APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** October 22, 2026

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.