



EMPLOYMENT  
OPPORTUNITY  
ANNOUNCEMENT  
STATE OF NEW YORK  
UNIFIED COURT SYSTEM

**PLEASE POST**  
ANNOUNCEMENT NO. 9632

THE 9<sup>TH</sup> JUDICIAL DISTRICT IS RECRUITING FOR ONE (1) POSITION IN THE COURT ATTORNEY SERIES. THE POSITION WILL BE FILLED IN ANY OF THESE TITLES AND WILL BE DEPENDENT ON THE QUALIFICATIONS AND EXPERIENCE OF THE APPLICANT SELECTED

**POSITION TITLE:** ASSOCIATE COURT ATTORNEY **JG - 30**

**BASE SALARY:** \$123,228 + \$4,920 Location Pay

**QUALIFICATIONS:** Admission to the New York State Bar; and Five (5) years of relevant legal experience, including up to 18 months of pre-admission experience.

**DISTINGUISHING FEATURES OF WORK:** Associate Court Attorneys research and analyze complex legal issues and questions and may be responsible for supervision of attorneys and support staff who are located in one or more courts situated throughout a county, judicial district, or department. They serve in a confidential capacity and under supervision for judges or groups of judges in Supreme Court; County Court; Surrogate's Court; the Court of Claims; Family Court; District Court; the Criminal Court and Civil Court of the City of New York; and City Courts with two or more full-time judges. Associate Court Attorneys may be assigned to judges designated as Acting Justices of the Supreme Court for one full term or less.

**POSITION TITLE:** SENIOR COURT ATTORNEY **JG - 26**

**BASE SALARY:** \$99,490 + \$4,920 Location Pay

**QUALIFICATIONS:** Admission to the New York State Bar; and Two (2) years of relevant legal experience, including up to 18 months of pre-admission experience.

**DISTINGUISHING FEATURES OF WORK:** Senior Court Attorneys research and analyze complex legal issues and questions and may be responsible for supervision of attorneys and support staff who are located in one or more courts situated throughout a county, judicial district, or department. They serve in a confidential capacity and under supervision for judges or groups of judges in Supreme Court; County Court; Surrogate's Court; the Court of Claims; Family Court; District Court; the Criminal Court and Civil Court of the City of New York; and City Courts with two or more full-time judges. Senior Court Attorneys may be assigned to judges designated as Acting Justices of the Supreme Court for one full term or less.

**POSITION TITLE:** COURT ATTORNEY **JG - 23**

**BASE SALARY:** \$84,659 + \$4,920 Location Pay

**QUALIFICATIONS:** Admission to the New York State Bar; or Graduation from an accredited law school and admission to the New York State Bar within eighteen (18) months of appointment.

**DISTINGUISHING FEATURES OF WORK:** Court Attorneys research and analyze legal issues and questions and perform other related duties. They serve in a confidential capacity and under supervision for judges or groups of judges in Supreme Court; County Court; Surrogate's Court; the Court of Claims; Family Court; District Court; the Criminal Court and Civil Court of the City of New York; and City Courts with two or more full-time judges. Court Attorneys may be assigned to judges designated as Acting Justices of the Supreme Court for one full term or less.

**LOCATION:** 9<sup>th</sup> JUDICIAL DISTRICT – WHITE PLAINS CITY COURT

**CLASSIFICATION:** NON-COMPETITIVE/CONFIDENTIAL

**ASSIGNMENT:** This position will be assigned to the White Plains City Court. Duties include but are not limited to: researching and analyzing legal questions and issues; assisting with conferencing and case management audits; writing confidential legal memoranda; drafting confidential opinions; and conferring with lawyers on unusual or complex proceedings and reviewing legal documents filed in connection with such proceedings. Travel may be required.

**GENERAL INFORMATION:** The above statements are intended to describe the general nature and level of work 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 [9jDemployeeinformation@nycourts.gov](mailto:9jDemployeeinformation@nycourts.gov) or by mail to:

HON. ANNE E. MINIHAN, J.S.C.  
ADMINISTRATIVE JUDGE - 9TH JUDICIAL DISTRICT  
WESTCHESTER COUNTY COURTHOUSE  
111 DR. MARTIN LUTHER KING JR. BLVD  
WHITE PLAINS, NY 10601

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

**POSTING DATE:** July 13, 2026

**APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** August 10, 2026

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