



Recruitment Notice



Invites your interest
in the position of
County Attorney

County Attorney

The Position & Department

The County Attorney conducts all the legal business for the County, including providing legal advice and services to the County Legislature, County Administrator, County Staff, as well as County Boards and Commissions. Work involves legal matters related to official operations, services, and activities of the County such as reviewing local laws, resolutions, contracts, and litigation. Currently, the department employs a Chief Assistant County Attorney (currently vacant), a Paralegal (civil service), and a Confidential Secretary (exempt). Historically, the Office has also contracted for part-time Code Enforcement and a Juvenile Justice Attorney. The position is appointed by the County Legislature in accordance with NY County Law § 500, with operational oversight by the County Administrator.

The previous County Attorney served since 2004. The appointment is for the balance of the term through December 31, 2019, with reappointment by the County Legislature for a 2 or 4 year term at the Legislature's discretion. The Acting County Attorney is serving until December 31, 2018, and is not a candidate for the position.

The Vision

The next County Attorney will join a progressive leadership team. The position requires extensive experience in the practice of general municipal and county law, and proven ability to interact effectively with the County Legislature, County Administrator, staff, boards and commissions, residents and businesses. Desired professional and leadership attributes include:

- Sound judgments and the ability to exhibit composure and patience when dealing with stressful situations;
- Superior knowledge of municipal legal issues;
- Good grasp of Professional Ethics; and
- Management skills and training necessary to efficiently and effectively manage the Department.



County Attorney

The Ideal Candidate

A County Attorney is visible and active in the community, and will be valued, as will one who ensures that citizens' varied opinions and input are heard and respected. The ideal candidate will demonstrate the ability to communicate with a broad variety of audiences in an effective and positive manner. Cayuga County's next County Attorney will be an individual who demonstrates the highest level of integrity, marked by honesty and fairness. The ideal candidate will garner credibility and respect among the County Administrator and County Legislature, County staff and committees, and the general public. The hired candidate is expected to set a positive example of competence, professionalism, energy, and work ethic for the organization and community. The successful candidate must possess a strong focus on community needs and the communication skills to engage stakeholders in finding common solutions.



Education & Experience

The ideal candidate will have a Juris Doctor, 7 years of experience as a attorney practicing civil or municipal law (preferably county law), and is admitted to practice in the state of New York .

Compensation & Benefits

The salary range for this position is \$100,000 - \$125,000 annually, based on qualifications and experience, with a competitive compensation package that includes health benefits and participation in the NYS pension system. The expected hiring range is in the low to middle of the range. For questions, contact Mike Russell at mrussell@cayugacounty.us or (315) 253-1480.

Apply

Apply online by November 29, 2018 at <https://mycivilservice.cayugacounty.us/jobopps>. Applications reviewed as they come in, with target start date of January 2019.

The Community

Cayuga County is a great place to live and work and offers extensive opportunities for entertainment, outdoor and cultural activities. In the middle of the Finger Lakes wine country, you can enjoy crystal clear lakes, spectacular scenery, charming villages and award-winning wines. From boating and fishing on one of our eight lakes to enjoying music, theatre, fine arts and history, you will find our Finger Lakes culture rich and varied.

Cayuga County (population 80,000) is located in the western central part of the state, in the Finger Lakes region. Owasco Lake is in the center of the county, and Cayuga Lake forms part of the western boundary. Lake Ontario is on the northern border, and Skaneateles Lake and Cross Lake form part of the eastern border. The county has a total area of 864 square miles, of which 692 square miles is land and 172 square miles (20%) is water. Cayuga County has more waterfront land than any other county in the state not adjacent to the Atlantic Ocean. The county was named for one of the tribes of Indians in the Iroquois Confederation.

Cayuga County is strategically situated near major upstate population centers (Rochester, Syracuse) and is home to both major industrial enterprises and robust small businesses. The county-wide workforce of over 40,000 is heavily engaged in the agricultural, manufacturing and services sectors. The county is home to Cayuga Community College and Wells College. The cost of living in Cayuga County is 3% below the national average and 29% below the state average.



The City of Auburn (population 27,000) is Cayuga's county seat and its largest community. Auburn's first-rate historical and cultural attractions such as the Harriet Tubman Home (Underground Railroad) and Seward House Museum, which jumped to national attention in the best-selling book, 'Team of Rivals', blend with charming ethnic neighborhoods and first-class entertainment at the Merry-Go-Round Playhouse and Auburn Public Theater. Watch the Auburn Doubledays play baseball at Falcon Park or see where sound on film was invented at the Case Research Lab. Auburn is the location of many county-wide government offices, banking and finance, legal and medical services. Downtown Auburn is the hub of business activity and in the Downtown Business Improvement District alone there are over 200 retail, financial, food, entertainment and professional businesses as well as dozens of not-for-profit organizations and government agencies.

Cayuga County's smaller towns and villages are truly the essence of what the Finger Lakes are all about – rural charm with a sophisticated flair. Aurora, on the east side of the longest of the Finger Lakes, Cayuga Lake, has been said to have a 'Norman Rockwell' quality and it lives up to its reputation.