

**CORTLAND COUNTY PERSONNEL/CIVIL SERVICE DEPARTMENT**

**60 Central Avenue  
Cortland, NY 13045  
607-753-5076**

<https://www.cortland-co.org/263/Personnel-Civil-Service>

**NOTICE OF JOB VACANCY**

**Job Title: Assistant Public Defender (Family Law)**

This work involves representing indigent petitioners and respondents in family court as assigned by the Public Defender. The Assistant Public Defender will represent petitioners and respondents from initial assignment through the conclusion of the matter. The Assistant Public Defender works under the general supervision of the Public Defender with wide leeway allowed for the exercise of independent professional judgement. Does related work as required.

**Work Hours:** Full Time, 35 hours per week with benefits

**Salary:** Grade 2, \$85,000-\$111,041 (2024 Rates) (MGMT Compensation Plan)

**Location:** Cortland County Public Defender's Office

**Status:** Non-Competitive, Probationary

**Benefits:** New York State Retirement System, Low Deductible Health Insurance Plan, Generous Paid Time Off including 13 Paid Holidays, Tuition Assistance available, Eligibility for public service loan forgiveness.

**MINIMUM QUALIFICATIONS:**

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

County residency not required in compliance with 2005 local law #4.

Pre-employment screenings required.

**SUBMIT APPLICATIONS TO THE ADDRESS ABOVE OR EMAIL TO:**

[Pers-dept@cortland-co.org](mailto:Pers-dept@cortland-co.org)

Application: <https://www.cortland-co.org/266/JobExam-Application>

**APPROVED APPLICATIONS WILL BE FORWARDED TO THE PUBLIC DEFENDER'S OFFICE  
UNTIL THE POSITION IS FILLED.**

EOE Cortland County is committed to equity and inclusion. We encourage those with similar values to apply.

ISSUED: 4/26/23

AMENDED: 6/19/23, 12/8/23