



## **Human Resources & Civil Service**

7 Court Street  
County Office Building, Room 216  
Belmont, New York 14813  
Ph: (585) 268-9212

### **Career Opportunity - County Attorney**

#### **Application Deadline: July 31, 2021**

Allegany County is seeking qualified candidates for the position of County Attorney. The candidate must be a permanent resident of Allegany County at the time of appointment and must maintain county residency during the length of employment as required by the New York State Public Officers Law.

Employment with Allegany County offers excellent benefits including affordable health insurance and membership in the New York State retirement plan.

The County Attorney is appointed by the Allegany County Board of Legislators and serves a term of office coterminous with the Board.

#### **Allegany County**

Allegany County is located in the Southern Tier of New York State along the Pennsylvania border. We are the 10th least populated county in the state with a 2010 U.S. Census population of 48,946 and the 23rd largest in terms of land size with 1,034 square miles.

Along with a natural beauty highlighted by the Genesee River Valley and the enjoyment of four distinctive seasons, Allegany County is home to 29 towns and 10 villages, four college and university campuses, 22 public school districts and private schools, and major employers like Alstom and Otis-Eastern.

Allegany County shares borders with Livingston County to the northeast, Steuben County to the east, Cattaraugus County to the west and Wyoming County to the northwest; and Potter County, PA to the southeast and McKean County, PA to the southwest.

#### **County Attorney's Office**

The County Attorney is the Chief Legal Counsel for the Allegany County Legislature and individual County Departments. Duties include, but are not limited to, legal representation in all civil actions by or against the County, providing legal advice for compliance with statutes and regulations, and prosecuting all Juvenile Delinquents and Persons In Need of Supervision (PINS). The County Attorney can appoint Assistant County Attorneys, and employ outside counsel as needed and authorized by the Board. The County Attorney supervises a staff of five, and has responsibility over a \$550,000 annual budget.

## **Typical Work Activities**

Please click on this link to read the job specification.

## **Suggested Minimum Qualifications**

The candidate must have a license to practice law in New York State and is suggested to have five years of full-time experience in practicing municipal law.

## **For More Information on Allegany County**

Job opportunity listing

### **Applying**

Please submit your resume, cover letter, references to:

Carissa M. Knapp  
Allegany County Administrator  
7 Court Street  
County Office Building, Room 207  
Belmont, NY 14813

Application deadline is July 31, 2021