Department of Human Resources & Civil Service

Job Announcement
Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: SPECIAL ASSISTANT CONFLICT DEFENDER

SALARY: $107,409 - $148,680 annually

LOCATION: Monroe County Department of Public Safety – Conflict Defender's Office

JOB SUMMARY:
This is one of the highest-level attorney positions in the Conflict Defender's Office/Department of Public Safety and is responsible for supervising lower-level attorneys and defending eligible indigent individuals in Family Court, City Court, or the Appellate Court. The employee reports directly to, and works under the general supervision of the Conflict Defender or other higher-level staff member. General supervision is exercised over Assistant Conflict Defenders Grade I, Assistant Conflict Defenders Grade II, and/or a Senior Caseworker, Special Urban Investigator, and Assistant Special Urban Investigator depending upon the assignment. Does related work as required.

CHARACTERISTICS OF THE IDEAL CANDIDATE:
1. The Special Assistant Conflict Defender shall be an attorney duly licensed to practice law in the State of New York.

2. Thorough knowledge of New York State Family Law and the Civil Practice Law and Rules (CPLR)P; thorough knowledge of courtroom practices and procedures; thorough knowledge of office practices and procedures; good knowledge of related laws; ability to conduct investigations and interviews; ability to communicate effectively, both orally and in writing; ability to establish and maintain professional relationships with others; supervisory ability; good judgment; physical condition commensurate with the demands of the position.

SPECIAL REQUIREMENTS:
This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADDITIONAL INFORMATION:
Visit: https://www.monroecounty.gov/hr-choosemonroe for more information on our county's generous paid time off, 14 holidays and more.

Monroe County government prohibits discrimination in employment, program activities, procurement and contracting against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation or national origin.
An Equal Opportunity Employer

RESIDENCY REQUIREMENT:
Residency is required for this role. Applicant must be a resident of Monroe County at the time of appointment.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES
39 WEST MAIN STREET - ROOM 210
ROCHESTER, NEW YORK 14614

Posting Date: September 21, 2026

Posting Deadline: Until filled

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