

DATE: May 14, 2025

TO: **ALL COUNTY EMPLOYEES AND ELIGIBLE CANDIDATES**
(This is not a competitive class position.)



FROM: Elizabeth Corrado, Esq., Public Defender
280 Wall Street, Kingston, NY 12401

JOB VACANCY: Assistant Public Defender / Full-Time / Permanent/Provisional / Benefited

LOCATION: 280 Wall Street

SALARY: \$58.30 / hour

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class assists the County Public Defender in representing, without charge, by order of a court, each indigent defendant who is charged with a crime as defined in Section 732-a of the county law in Ulster County. When representing an indigent defendant, the incumbent counsels and represents them at every stage of the proceedings following arrest and initiates such proceedings as in the incumbent's judgment are necessary to protect the rights of the accused. The work is performed under guidelines provided by law under the general direction of the Public Defender. Supervision is exercised over sub-professional, technical and clerical employees. Does related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the principles and practices of criminal law as applicable to state and federal law; thorough knowledge of criminal court procedures and the rules of evidence; skill in the preparation of briefs; skill in the presentation of a defense before a jury; ability to analyze, appraise and apply legal principles, facts and precedents to legal problems; ability to communicate effectively and to establish a rapport with indigent defendants; initiative; tact; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Admission to the Bar of the State of New York.

Special Requirement for appointment to Ulster County positions: In accordance with Ulster County Legislative Local Law Number 14 of 2007 or by other State and Federal Statutes, candidates for employment to all Ulster County positions must obtain clearance for appointment from the Department of Criminal Justice Services or other mandated Federal and State regulatory authority based upon fingerprinting and a criminal history background check.

ULSTER COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.