



SENECA COUNTY, NY

Invites qualified candidates to apply for the position of:

County Attorney

Salary Range: \$114,461 - \$151,810
Salary Commensurate with Experience / DOQ





Introduction to the Position and Job Responsibilities

The Seneca County Board of Supervisors is looking for an innovative, efficient public servant to lead the County's law department and serve as the County's next County Attorney. Working for the Board of Supervisors and alongside the County Manager, and a competent team of collaborative management staff, you are not just taking a job, you are embarking on a mission to shape the legal landscape of our community. In a role that intertwines legal expertise with public service, you will be a strategic advisor to the Board and Departments as the County carries out essential service delivery to its 33,000 residents.

The ideal candidate will have a strong professional presence, a high level of integrity and intelligence, and outstanding legal skills. Excellent oral, written, and interpersonal skills are important, including the ability to communicate effectively with the Board, department heads, employees, residents, and other constituencies.

The County Attorney is an at-will, term-of-office position appointed by and reporting directly to the Board of Supervisors with the Board retaining the final administrative authority. The County Attorney interacts actively with 22 departments, including Administration, Finance, Sheriff, Social Services, Public Health and Water/Sewer, in addition to community partners, municipal leaders and the Board of Supervisors.

Under the administrative direction of the Board of Supervisors, the County Attorney:

- Provides expert legal advice to the County Board of Supervisors, County departments, and agencies.
- Handles a diverse array of public sector legal issues, including but not limited to: governance, compliance, contracts, labor, social services and public policy.
- Represents Seneca County in civil litigation and administrative proceedings.
- Reviews, drafts, and interprets local laws, regulations, and policies.
- Works closely with various stakeholders, including government officials, community groups, and external counsel, to ensure the County's legal needs are met effectively.
- Upholds the highest standards of legal and ethical integrity.

About Seneca County

Established in 1804, Seneca County boasts the largest concentration of wineries in the Finger Lakes Region. The county is the center of women’s rights history and has gorgeous outdoor exploration opportunities. *The county between the lakes* is located between the northern ends of Seneca Lake and Cayuga Lake. Waterloo and Ovid, the county seats, are less than a one hour drive from Rochester, Syracuse and Ithaca, NY. Joining tourism and manufacturing as major business drivers in the county, agriculture has been and continues to be a mainstay of the Seneca County economy. It is a dominant land use, covering nearly 119,000 acres, or about 57% of the County’s total land area. The population is 33,688 with approximately 390 square miles of land.

Seneca County consists of 11 municipalities, surrounded by rolling hills and various waterways. In addition to pristine Seneca and Cayuga Lakes, there are many attractions which include the National Women’s Hall of Fame, Waterloo Premium Outlets, del Lago Resort and Casino, Miranda Cheese, the annual *It’s A Wonderful Life* Event and an amazing selection of breweries, cideries, distilleries and wineries. Major employers include: del Lago, Bonadent Dental Labs, and ITT Gould Pumps.



Seneca County Government - Quick Facts

14 Members of the Board of Supervisors
22 Departments
500 Employees

Key Attributes and Characteristics

The essential competencies for the County Attorney position are:

- 1 Strategic Thinker
- 2 Collaborative Spirit
- 3 Adaptive and Efficient
- 4 Strong Communicator
- 5 Ethical and Principled

The County Attorney is a role defined by complexity, challenge and impact. The selected candidate needs to be well-versed in county, municipal and state laws. In addition to the areas noted above, the Board of Supervisors have identified specific comprehensive areas and initiatives that the ideal candidate should possess and/or be able to implement to succeed in this position. These are:

- Efficient and effective legal representation and advisory services
- An ability to deftly handle challenging matters with respect to general litigation, insurance matters and labor relations
- Comfortable handling Family Court and Human Services legal matters
- Maintenance of strict confidentiality in all affairs
- Serve as a strategic advisor for key and critical current matters including: the Willard Campus redevelopment; Tribal relations; Water/Sewer developments

Residency & Compensation/Benefits

Seneca County residency is required and residency shall be maintained during the term of office.

The current salary range for the position is \$114,461 - \$151,810. The salary will be dependent on qualifications and experience. A full and comprehensive benefits package will also be provided, including participation in the NYS Retirement System.

Qualifications

- Education: Juris Doctor (JD) degree from an accredited law school.
- Licensure: Admission to the New York State Bar.
- Experience: Experience in practicing law, preferably in public sector/municipal law.

To Apply

- Candidates are strongly encouraged to apply by **March 15th, 2024**.
- Expressions of interest should be sent via email and should include a cover letter and resume.
- This position is considered open until a final selection is made.

Pracademic Partners is assisting Seneca County with this executive search.

All application materials should be sent, in confidence, to:

ian@pracademicpartners.com with the subject line: **Seneca County Attorney**

Seneca County is an equal opportunity employer.