



NIAGARA COUNTY JOB POSTING

DATE POSTED: 9/19/2025

DEADLINE: 10/17/2025

POSITION TITLE/ #: ASSISTANT SOCIAL SERVICES ATTORNEY - PART TIME
(POS#13809)(NON-RESIDENTS MAY APPLY)

POSITION CLASS: Non-competitive

PAY RATE: \$55,800/Yr. WEEKLY HOURS: 17.5

DEPARTMENT/DIVISION: LEGAL

WORK LOCATION: NCDSS/NIAGARA FALLS & LOCKPORT

POSTINGS FOR CURRENT EMPLOYEES:

If this is a competitive class position, in order to apply for transfer, you must have permanent competitive status, have completed your probationary period, and be in the same or comparable title (as determined by Civil Service) as this position. Current eligible lists will also be used to fill positions. For questions about title comparability, please contact Civil Service at 716-438-4071 or civilservice@niagaracounty.com.

STATUS FOR CURRENT EMPLOYEES: Permanent

Submit letter of interest and resume to:

NAME: SEND ELECTRONICALLY TO: COMMISSIONER MEGHAN LUTZ AND DEPUTY COMMISSIONER TRICIA LIPPA

ADDRESS: MEGHAN.LUTZ@NIAGARACOUNTY.GOV;
TRICIA.LIPPA@NIAGARACOUNTY.GOV

POSTINGS OPEN TO THE PUBLIC:

STATUS FOR PUBLIC CANDIDATES: Permanent

DESCRIPTION: For a complete job description and minimum requirements please visit:
https://niagaracounty.com/Employment/Job_Specs_for_Civil_Service_Positions.php

This position reports to the Social Services Attorney regarding department legal affairs and assigned court matters. Assists the Social Services Attorney in carrying out the activities of the legal division of the Social Services Department. Does related work as required.

MINIMUM QUALIFICATIONS: Registration as an attorney in New York State at time of appointment and for the duration of employment.

Apply electronically at: <https://niagara-portal.mycivilservice.com/> or submit paper applications to: Niagara County Human Resources, 111 Main Street – Suite G2, Lockport, NY 14094

Applications, Job Specifications, Job Postings & Exam Announcements can be found here:
<https://niagara-portal.mycivilservice.com/>

Niagara County policy prohibits discrimination in employment, program activities, contracting, and procurement against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation, veterans status, national origin, or any other characteristic protected by federal or state law.

Niagara County is an Equal Opportunity Employer
Form Revised 4/4/2023