

# COPPS DiPAOLA SILVERMAN, PLLC

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Rebecca M. Wager, *Law Clerk*  
Shannon M. Wickenden, *Paralegal*  
Christine M. Wilson-Smith, *Closing/Paralegal*  
Jennifer Tromblee, *Certified Paralegal*

## Associate Attorney

### Job Summary

Fast paced law firm in Albany, NY seeking attorney for a full-time associate position for the divorce and family law practice group. We offer competitive compensation/benefits including, but not limited to, paid vacation, paid parking paid new parent and bereavement leave, 401K plan (with employer match and profit sharing) and medical/dental insurance, and the opportunity to be part of a great team with future partnership opportunity.

### Responsibilities

The Associate will work closely with attorneys and paralegals to support the divorce and family law practice group. Associate will draft pleadings, draft and respond to discovery demands, prepare statements of net worth, draft and respond to motions (including pendente lite motions), attend court appearances, handle new client consults and prepare for and conduct trials.

### Qualifications and Skills

- Admitted to practice law in NY
- Experience in family law and/or divorce preferred but not required
- Prior experience working as an assistant district attorney, assistant public defender, assistant attorney general, or assistant county attorney will also be considered
- Excellent writing and research skills
- Excellent time management and attention to detail
- Proactive, mature, and professional
- Please note any prior experience with Albany Law School’s Clinic & Justice Center, including the name of the Clinical Professor

To be considered for this associate attorney position please submit a cover letter with salary requirements, resume and writing sample to Lorraine R. Silverman, Esq. at [LSilverman@theCDSLAWFirm.com](mailto:LSilverman@theCDSLAWFirm.com). Applications without all of these items will not be considered.