



Legal Recruitment

**Division of State Counsel
Litigation Bureau – New York City
Section Chief – Mental Health Agencies Section
(Section C)
Reference No. LIT_NYC_SC/MHA_3241**

The application deadline is Monday, August 5, 2019.

The New York State Office of the Attorney General (OAG) is seeking an experienced litigator and manager to serve as **Section Chief** of the Mental Health Agencies Section (Section C), in the New York City Litigation Bureau.

The Litigation Bureau defends the State of New York and its agencies and officers in federal and state courts in civil actions and proceedings involving a broad range of litigation matters arising out of state legislation, regulations, and operations.

The Mental Health Agencies Section (Section C) principally represents, among other state agencies, the Office of Mental Health, Office for People with Developmental Disabilities, Office of Alcoholism and Substance Abuse Services, and Justice Center for the Protection of People with Special Needs. The Section's attorneys defend these agencies in a wide variety of state and federal court actions involving, among other things, constitutional, civil rights, labor and employment, state regulation, and administrative law issues. The Section regularly handles class action and complex civil rights litigation challenging important policies, practices, and programs concerning the care and treatment of individuals with mental illnesses, developmental disabilities, and addictions to substances. In addition, the Section's attorneys represent the Office of Mental Health in involuntary commitment proceedings under the Mental Hygiene Law, as well as retention hearings under the Criminal Procedure Law. The Section's cases are often high profile, frequently present complex questions of constitutional law and statutory and regulatory interpretation, and have significant policy and financial implications for the State. The Section offers a diverse and stimulating litigation practice, with attorneys handling all phases of litigation from inception through trial and having frequent



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opportunities to appear in court.

The Section Chief will report to a Deputy Bureau Chief and work closely with the Bureau Chief. Among other assigned tasks, the Section Chief's duties and responsibilities will include:

- Managing the Section's extensive federal and state court litigation docket;
- Supervising approximately eleven (11) attorneys and three (3) support staff members;
- Serving as lead attorney on, or otherwise closely overseeing, the Section's cases;
- Supervising or serving as lead attorney or second seat in hearings and trials;
- Reviewing and assigning incoming litigation matters, including emergency applications for judicial relief;
- Drafting and/or editing pleadings, briefs and other motion papers;
- Evaluating proposed settlements; and
- Regularly providing advice, training, and support to the Section's attorneys and support staff.

Suitable candidates must possess the following minimum qualifications:

- At least **eight (8) years** of civil litigation experience in federal and New York state courts, including some trial and/or complex litigation experience;
- Superb legal analysis, legal writing and editing, and oral advocacy skills;
- Outstanding organizational, interpersonal communication, problem solving, and teamwork skills; and
- Excellent technological skills, including knowledge of and experience with various computer software programs and case management and electronic discovery platforms.

Prior experience supervising and/or mentoring attorneys and support staff is preferred.

Applicants must reside in (or intend to soon become a resident of) New York State and be admitted to practice law in New York State. Prior admission to the United States District Courts for the Southern and Eastern Districts of New York is preferred. In addition, the Public Officers Law requires that OAG attorneys be citizens of the United States. A two (2) year commitment upon being hired is a condition of employment.

OAG employees serve more than 19.85 million state residents through a wide variety of occupations. We offer a comprehensive New York State benefits package, including paid leave, health, dental, vision and retirement benefits, and family-friendly policies. As an employee of the OAG, you will join a team of dedicated individuals

Candidates from diverse backgrounds are encouraged to apply. The OAG is an equal opportunity employer and is committed to workplace diversity.



who work to serve the people of our State.

How To Apply

Applications are being received via email. To apply, please submit your complete application, including each of the items identified below, to recruitment@ag.ny.gov. **Applications must be received by Monday, August 5, 2019, to ensure consideration.** Applicants must indicate both the position and reference code LIT_NYC_SC/MHA_3241 in their cover letter and email subject line.

Applicants must be prepared to submit a complete application consisting of the following:

- [Cover Letter](#) (which may be addressed to Legal Recruitment);
- [Resume](#);
- List of three (3) [references](#) (with contact information including email addresses); and
- [Writing Sample](#) (a trial court level memorandum of law is preferred).

Please note: Failure to submit a complete application will delay the consideration of your application.

If you have questions regarding a position with the OAG and the application process or you need assistance with submitting your application, please contact the Legal Recruitment Bureau via email at recruitment@ag.ny.gov or phone at 212-416-8080.

For more information about the OAG, please visit our website: ag.ny.gov.





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