



Legal Recruitment

Summer 2020 Public Service Fellowship Placements for Law Students with Work Study or Public Interest/Service Funding

The application deadline is March 20, 2020

The New York State Office of the Attorney General (OAG) is one of the largest public-interest law firms in the country. The Attorney General, along with her staff of 650+ attorneys, are charged with guarding the legal rights of New York's 19.84 million residents, its organizations, and its natural resources, as well as defending actions and proceedings on behalf of the state and advising the Executive branch of state government. To further the spirit of this mission, the OAG has placements available during the summer for talented law students who are eligible to receive public interest/service grants or work-study funded by their law schools.

A number of law schools guarantee summer funding for students seeking public interest/service placements. If this applies to you, we encourage you to confer with your school's public interest/service career advisors or financial aid office for more information about available funding for public interest/service placements with a government agency such as the OAG.

The ideal candidates are hardworking law students who are committed to public service and have excellent legal research and writing skills; fluency in other languages (e.g., Spanish, Mandarin, Russian, Korean, etc.) in addition to English is a plus, but not required. Law students assist attorneys in all phases of their work including, but not limited to legal research; drafting of briefs, memos and pleadings; document review; responding to discovery requests; preparing for depositions and trials; and performing some clerical work. **A key objective is for law students to finish the summer with a professional writing sample.**

Fellowship placements are available statewide within the



OAG Employment Opportunities

Please click one of the buttons below to view the jobs that are available for the indicated position type.

Attorneys

Investigators

**Other Professional &
Legal Support Positions**

Law Students

**Undergraduate &
Graduate Students**

**Fellowship & Volunteer
Attorney Opportunities**

Divisions of Criminal Justice, Economic Justice, Social Justice, State Counsel, Appeals and Opinions, Regional Affairs and Executive. Law students are placed to work in a specific bureau in the main offices located in Manhattan and Albany, or for one of the smaller regional offices. The practice area of a bureau is generally reflected in its name. The regional offices are full-service locations handling civil and criminal matters as well as state counsel matters in defense of New York State. Applicants are encouraged to learn more about the OAG prior to submitting their applications by visiting [the Divisions and Bureaus](#) and [Media](#) sections of the OAG website.

Program Details

- **First year law students (1Ls) should not submit applications until after they have received their first semester grades.**
- The summer program officially runs for 8 weeks between June and July (10-week placements are available, if required by the applicant's funding source).
- Selected law students will be placed to work full-time (37.5 hours/week) for the duration of the program, unless otherwise specified by their funding source.
- The 2020 summer program will officially start on June 1, 2020.
- Applications will be received online until March 15, 2020 and fellowship offers will be made on a rolling basis.
- Law Students should only apply to those bureaus and/or regional offices that are of interest to them. Location preferences will be honored; however, bureau assignments may ultimately be made based upon the needs of the OAG.
- Applicants must be available to meet in person or by video conference for interviews.
- At the time of hire, fellows are required to provide written confirmation of their public service or work-study funding. All law student funding agreements must be reviewed and approved by the OAG.
- Applicants must be eligible to be employed in the U.S.
- U.S. citizenship and New York State residency are not required.

The bureaus and regional offices fellowship placements during the summer are as follows:

Fellowships in Albany, NY

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



- Charities
- Claims
- Environmental Protection
- Health Care
- Litigation
- Medicaid Fraud Control
- Public Integrity
- Sex Offender Management

Fellowships in Buffalo, NY

- Buffalo Regional Office
- Environmental Protection
- Sex Offender Management

Fellowships in New York, NY

- Appeals & Opinions
- Antitrust
- Brooklyn Regional Office
- Charities
- Claims
- Criminal Enforcement & Financial Crimes
- Environmental Protection
- Harlem Regional Office
- Health Care
- Housing Protection Unit
- Internet & Technology
- Investor Protection
- Labor
- Litigation
- Medicaid Fraud Control
- Public Integrity
- Real Estate Finance
- Special Investigation & Prosecutions Unit
- Sex Offender Management
- Taxpayer Protection

Fellowships in Other Regional Office Locations

- Medicaid Fraud Control (Hauppauge, NY)
- Nassau Regional Office (Mineola, NY)
- Organized Crime Task Force (White Plains, NY)
- Poughkeepsie Regional Office
- Real Property (Hauppauge, NY)
- Rochester Regional Office
- Sex Offender Management (Syracuse, NY)
- Sex Offender Management (Utica, NY)
- Syracuse Regional Office
- Utica Regional Office
- Watertown Regional Office

- Westchester Regional Office (White Plains, NY)

How To Apply

The following section provides detailed information about the application process and application requirements. Please review the complete list of instructions prior to preparing and submitting your application materials online, <https://ag.ny.gov/job-postings>

- **REMINDER:** Prior to submitting your fellowship application, we encourage applicants to confer with their school's public interest/service career advisors or financial aid offices for information about available funding for public interest/service placements with a government agency such as the OAG.
- Please apply to **no more than five (5)** bureaus/regional offices.
- Applications are submitted separately for each bureau/regional office, and an applicant's candidacy for each application is determined separately by each bureau/regional office.
- The application deadline is **March 20, 2020**, but please note that fellowships will be filled on a rolling basis.

The following documents are required for each application that is submitted:

- **Cover Letter**
 - Please address to Legal Recruitment.
 - If applying to multiple bureaus/regional offices, we recommend that you submit the same cover letter for **each application**, ranking those bureaus/regional offices in order of your preference.
 - Indicate in your cover letter whether there are any funding or other deadlines related to your candidacy.
- **Resume**
- **List of three (3) references.**
 - Only submit professional (i.e., supervisor or professor) references.
 - Indicate your professional relationship to each reference.
 - Include contact information and email addresses for each reference.
- **Transcript**
 - An unofficial transcript is acceptable.
 - 1Ls: a college transcript will not satisfy this

requirement. **1Ls must wait to apply until after they have received their first semester grades.**

- **Writing Sample**
 - Submit any piece of legal writing that demonstrates your ability to analyze legal issues in a clear and concise manner, as well as your advocacy and grammatical skills. For example, an advisory opinion, memorandum of law in support of a motion, or appellate brief would be acceptable.
- **Failure to submit a complete application will delay the consideration of your candidacy.**
- Please submit your application for a Summer 2020 Public Service Fellowship at least three (3) weeks prior to any deadlines that could impact your candidacy (e.g., work study funding deadline) and note this in your cover letter.
- Please allow at least three (3) business weeks for your application to be processed and reviewed by the hiring bureau/regional office. After three (3) weeks, to request a status update, [please click here](#).

If you have questions about a position with the OAG, the application process or need assistance with submitting your application, please contact Legal Recruitment at recruitment@ag.ny.gov.





Subscriber Services:

[Manage Preferences](#)

[Unsubscribe All](#)

[Subscription Help](#)

This email was sent to info@wbasny.org using GovDelivery Communications Cloud on behalf of: New York State
Office of the Attorney General · The Capitol · Albany, NY 12224-0342

