



Legal Recruitment

**Division of Criminal Justice
Organized Crime Task Force – Albany
Summer 2020 Public Service Fellowship
(Full-Time Placement for Law Students)
Reference No. OCTF_ALB_FEL_SUM_2020**

Application Deadline is March 27, 2020[\[1\]](#)

[The Organized Crime Task Force \(OCTF\)](#) located in Albany, is seeking a law student for a full-time, public service fellowship. This placement is 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.

The OCTF specializes in identifying emerging and existing organized crime enterprises and, through a broad array of civil and criminal enforcement techniques, seeks to undermine their structure, influence and presence within the State. Most of its cases involve long-term investigations, conducted in partnership with local, state and federal law enforcement agencies, into crimes like narcotics trafficking, loan sharking, gambling, racketeering and money laundering.

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.**

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.



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**

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 New York State Office of the Attorney General (OAG).

Program Details

- 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).
- This placement is full-time (37.5 hours/week), 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 27, 2020.
- 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.
- S. citizenship and New York State residency are not required.

[1] Applications for this position are being received by the hiring bureau on a rolling basis until a candidate is selected. Recruitment for this position can be closed or suspended at any time.

How To Apply

Applications must be submitted online and received by Friday, March 27, 2020 to ensure consideration.

To apply, please click on the following link:

[OCTF ALB FEL SUM 2020](#)

Applicants will be taken to the online application page and must be prepared to submit a complete application consisting of the following:

- **Cover Letter**
 - You may address to Legal Recruitment.
 - Indicate in your cover letter whether there are any deadlines related to your candidacy.

Fellowship & Volunteer Attorney Opportunities

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



- Please indicate your availability.
- **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**
 - Unofficial transcript is acceptable.
- **Writing Sample**
 - Submit any piece of writing that demonstrates your ability to communicate and analyze information in a clear and concise manner, as well as your grammatical skills.

Failure to submit a complete application will delay the consideration of your candidacy.

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



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