



NEW YORK CITY COUNCIL JOB POSTING

JOB TITLE:	State and Federal Legislative Financial Counsel
PROPOSED SALARY RANGE:	\$130,000 to \$160,000
DIVISION/UNIT:	Finance Division
WORK LOCATION:	250 Broadway New York, New York 10007

The New York City Council, the City's legislative body, is seeking to fill the position of State and Federal Legislative Financial Counsel in the Finance Division.

The Council's Finance Division is a team of analysts, attorneys, economists, and administrative staff who provide Council Members with research on budgetary actions and their fiscal impact. They also work with Council Members to monitor and evaluate agency spending. The Council's Finance Committee plays an important role in the budget negotiating process by advocating for the needs of New Yorkers and overseeing the hearing process. The Finance Committee also has oversight jurisdiction over the Department of Finance, the Banking Commission, the Comptroller's Office, and the Department of Design and Construction.

KEY RESPONSIBILITIES:

- Advising the Finance Division's Executive Team on the legality of tax policy and other proposals related to the oversight jurisdictions of the Finance Committee.
- Tracking, reviewing, drafting, and analyzing state and federal legislation and associated memoranda relating to the City of New York.
- Coordinating with the Finance Division Leadership Team to establish the City Council's State budget priorities.
- Managing the work of two Assistant Counsels in their performance of their Finance Committee duties.
- Drafting state legislation requested by the Speaker and other Council Members for consideration by the State legislature.
- Drafting local legislation requested by the Speaker and other Council Members relating to tax policy.
- Conducting research on relevant issues, including, but not limited to, the Council's budgetary authority, tax policy, and municipal finance.

QUALIFICATIONS:

- J.D. from an accredited school of law school. Admission to the New York State Bar with at least 10 years of relevant post-law school work experience.
- Prior government and/or legislative drafting experience and a familiarity with New York State and City government is strongly preferred.

- Strong research, writing, and organizational skills and the ability to multi-task on multiple projects with varying deadlines.
- Ability to work well in a team and with colleagues who have a variety of professional backgrounds and discipline.

ADDITIONAL INFORMATION:

New York City residency required within 90 days of appointment.

As of November 15, 2021, all new hires must be vaccinated against the COVID-19 virus to work at City Hall and/or 250 Broadway offices, or at any Council Member district office, unless they have been granted a reasonable accommodation for religion or disability. If you are offered employment with the New York City Council, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the New York City Council.

The New York City Council makes reasonable accommodations for applicants and employees with disabilities. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact EEOfficer@council.nyc.gov.

HOW TO APPLY:

Qualified candidates should forward their resume and a cover letter to:

E-MAIL: counciljobs@council.nyc.gov

MAIL: New York City Council

Attn: Administrative Services/Recruiting (FSC)

250 Broadway, 16th Floor

New York, New York 10007

FAX: 12124014711

While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.

The New York City Council is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.