

City of New York
Office of Technology and Innovation (OTI/DoITT)
Job Posting Notice

Civil Service Title: Agency Attorney	Level: 01
Title Code No: 30087	Salary: \$63,228/\$72,712 - \$85,000
Business Title: Assistant General Counsel	Work Location: Brooklyn, NY
Division/Work Unit: Office of Information Privacy	Number of Positions: 2
Job ID: 534721	Hours/Shift: Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.

Job Description

(NYC Residency is required within 90 days of appointment)

The Office of Technology and Innovation (OTI/DoITT) oversees all Citywide technology, privacy, cybersecurity, infrastructure, and telecommunications to ensure the security of, and enhance, City operations and service delivery to New York City's residents, businesses, employees, and visitors. As the City's technology and innovation leader, OTI is responsible for operating, maintaining, and securing IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.

ORGANIZATIONAL PROFILE: The Office of Technology and Innovation has authority and oversight with respect to all Citywide information technology, information security, information privacy and telecommunications. The Office of Technology and Innovation houses the Office of Information Privacy, which works to protect New Yorkers' identifying information while maximizing data sharing across agencies. OIP aims to increase access to and strengthen coordination of services for individuals and families, and to encourage innovative projects throughout the City that advance equity and opportunity.

OIP is headed by the City's Chief Privacy Officer, who leads and implements the City's privacy strategy and policy, advises agencies on federal, state, and local privacy law, and coordinates responsible citywide data-sharing practices. In collaboration with agencies, OIP improves the way the City uses data to inform fair, equitable policies and best practices.

Responsibilities will include:

- Provide individualized legal analysis and advice to agency partners and staff on complex privacy and data security matters;
- Conduct legal research and prepare legal opinions for the Chief Privacy Officer and agency privacy officers;
- Draft and negotiate memoranda of understanding, advisory documents, and other legal and policy documents;
- Support agency compliance with the Identifying Information Law by reviewing agency reports, and other privacy laws and relevant City policies;
- Contribute to privacy-related groups and committees, including the Citywide Privacy Protection Committee, by developing presentations and supplemental materials;
- Represent the Office of Information Privacy on interagency task forces, working groups, and special projects;
- Research and remain current on privacy trends and best practices;
- Prepare materials for privacy related trainings.

Minimum Qualification Requirements

1. Admission to the New York State Bar; and either "2" or "3" below.
2. One year of satisfactory United States legal experience subsequent to admission to any state bar; or
3. Six months of satisfactory service as an Agency Attorney Interne (30086).

Incumbents must remain Members of the New York State Bar in good standing for the duration of this employment.

In addition to meeting the minimum Qualification Requirements:

To be assigned to Assignment Level (AL) II, candidates must have one year of experience at Assignment Level I or two years of comparable legal experience subsequent to admission to the bar, in the areas of law related to the assignment. To be assigned to AL III candidates must have two years of experience in Assignment Levels I and/or II or three years of comparable legal experience subsequent to admission to the bar, in the areas of law related to the assignment.

Preferred Skills

The preferred candidate should possess the following:

- At least one year of relevant legal experience;
- Deep knowledge of privacy, data protection, and cybersecurity laws affecting City agencies;
- Excellent organization, communication (oral and written) skills, including the ability to present to business, legal, and technology partners;
- Superb interpersonal skills, including building cross-functional partnerships and ability to influence and drive change through collaboration;
- Industry recognized certifications within the domains of privacy and cybersecurity (e.g., CIPP, CIPM, CIPT, etc.)

To Apply

For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #534721

For all other applicants, please go to www.nyc.gov/jobs/search and search for Job ID #534721

SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW
APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL

COVID-19: As of August 2, 2021, all new hires must be vaccinated against the COVID-19 virus, unless they have been granted a reasonable accommodation for religion or disability. If you are offered city employment, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the hiring agency.

Posting Date: June 14, 2022

Post Until: Filled

The City of New York 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.

OTI(DoITT) participates in E-Verify