

## Legal Recruitment

**Division of State Counsel  
Sex Offender Management Bureau  
Albany, Buffalo, NYC or Syracuse  
Bureau Chief  
Reference No. SOMB\_BC\_3494**

**Application Deadline is September 9, 2022**

The New York State Office of the Attorney General (OAG) is seeking an experienced litigator and manager to serve as Bureau Chief of the [Sex Offender Management Bureau](#) (SOMB) in Albany, Buffalo, New York City or Syracuse. SOMB represents the State of New York in state court proceedings related to Mental Hygiene Law Article 10. Cases in the Bureau frequently present questions of the Mental Hygiene Law, criminal law, constitutional law, agency law and statutory interpretation. The Bureau Chief reports to the Deputy Attorney General for State Counsel.

In 2007, the Sex Offender Management and Treatment Act (SOMTA) went into effect to enhance public safety by providing for the civil management of recidivistic sex offenders upon the expiration of their criminal sentence. As part of SOMTA, Article 10 was added to the New York Mental Hygiene Law (MHL), which establishes the procedural provisions for the civil management of sex offenders. SOMB was created by the Attorney General to represent the state of New York in all Article 10 litigation. SOMB works in concert with its Article 10 partners, the Office of Sex Offender Management within the Division of Criminal Justice Services, the New York State Department of Corrections and Community Supervision (DOCCS), New York State Office of Mental Health (OMH), and the New York State Office of People with Developmental Disabilities to develop statewide protocols to further the goals of Article 10 in ensuring public safety.

The Bureau Chief, along with two (2) Deputy Bureau Chiefs, supervises the work of the Bureau's 20+ attorneys and 12 support staff who are located around the state in 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**

Albany, Buffalo, New York City, Poughkeepsie, Syracuse, Utica, and White Plains offices. In addition to its other partners, the Bureau Chief is in regular communication with DOCCS and OMH to discuss and troubleshoot ongoing matters. Additionally, the Bureau Chief works closely with attorneys in the OAG's Division of Appeals & Opinions to ensure statewide consistency of Article 10 policies.

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

**Suitable candidates must possess the following qualifications:**

- At least **ten (10) years** of experience in New York state courts, including trial and complex litigation experience;
- At least **five (5) years** of experience supervising and leading attorneys and support staff with the demonstrated ability to foster a collegial and productive working environment;
- Excellent advocacy, legal analysis, and legal writing and editing skills;
- Strong organizational, interpersonal communication, problem solving, and teamwork skills;
- Experience collaborating and working with multiple agencies;
- Technological skills, including knowledge of and experience with various computer software programs and case management and electronic discovery platforms; and
- Availability for periodic travel within New York State is required.



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. In addition, the Public Officers Law requires that attorneys in the Office be citizens of the United States. A two (2) year commitment upon being hired is a condition of employment.

**The salary for this position is \$183,927 + \$3026 in location pay (if applicable).** As an employee of the OAG, you will join a team of dedicated individuals who work to serve the people of our State 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. Additionally, the OAG offers a robust Workplace Flexibilities Program with multiple options for employees, including telecommuting (up to two days per week) and alternative work schedules.

Per Office of the Attorney General policy, confirmation of vaccination status is a condition of employment for this position. If you are not fully vaccinated, you may be required to provide regular negative COVID-19 PCR test results at a frequency determined by the agency. The agency will consider religious and reasonable accommodations. For more information, please contact [recruitment@ag.ny.gov](mailto:recruitment@ag.ny.gov).

---

## How To Apply

**Applications are being received by email.** To apply, please submit your complete application, including each of the items identified below, to [recruitment@ag.ny.gov](mailto:recruitment@ag.ny.gov). Applicants must indicate both the position title and reference number (Bureau Chief, SOMB\_BC\_3494) in the email subject line and in their cover letter.

**To ensure consideration, applications must be received by close of business on September 9, 2022.**

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

- **Cover Letter**
  - You may address to Legal Recruitment.
  - Indicate your location preference: Albany, Buffalo, New York City or Syracuse.
  - Include the position title and reference number (Bureau Chief, SOMB\_BC\_3494).
  - Indicate why you are interested in the Bureau Chief position and what makes you a strong candidate.
- **Resume**
- **Writing Sample**
  - A trial court memorandum of law is preferred.
- **List of three (3) references**
  - Only submit professional references, supervisory references are preferred.
  - Indicate the nature and duration of your relationship to each reference.
  - Include contact information and email addresses for each reference.
  - Please note, your references will not be contacted until after you interview for the position.

**If you have questions regarding a position with the OAG and the application process or need assistance with submitting your application, please contact Legal**

Recruitment via email at [recruitment@ag.ny.gov](mailto:recruitment@ag.ny.gov) or phone at 212-416-8080.

For more information about the OAG, please visit our website: [ag.ny.gov](http://ag.ny.gov)

