



Legal Recruitment

**Division of State Counsel
Litigation Bureau – New York City
Assistant Attorney General
Reference No. LIT_NYC_AAG_3515**

Application Deadline is November 11, 2022

The New York State Office of the Attorney General (OAG) is seeking experienced litigators to serve as Assistant Attorneys General in the New York City [Litigation Bureau](#). The Bureau represents and defends the State of New York and its agencies, officials and employees in federal and state courts in civil actions and proceedings involving civil rights, education, social services, public employment, public health, law enforcement, corrections, state finance, insurance, taxation, and other litigation matters arising out of state legislation, regulations, and operations. The Bureau's cases are often high profile, frequently present complex questions of constitutional law and statutory and regulatory interpretation, and generally have significant policy and financial implications for the State.

The Bureau's attorneys are assigned to Sections within one of three (3) Practice Groups (*please see below for additional details*), which are organized according to specific client agency groupings. Across these Practice Groups, the Bureau's attorneys are generalists who handle a wide variety of cases and substantive issues including constitutional challenges to statutes enforced or regulations promulgated by their client agencies; labor and employment litigation emanating from their client agencies' role as employers; challenges to administrative decisions and determinations made by their client agencies under state law; and civil rights litigation, such as First Amendment retaliation, Fourth Amendment excessive force or Fourteenth Amendment due process claims, generated from their client agencies' core functions. The Bureau offers a diverse and stimulating litigation practice with attorneys handling all phases of litigation from inception through trial and having frequent opportunities to appear in court. This



OAG Employment Opportunities

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Attorneys

Investigators

Other Professional & Legal Support Positions

Law Students

Undergraduate & Graduate Students

Fellowship & Volunteer Attorney Opportunities

role also offers a unique balance of both independent and collaborative work, wherein attorneys generally manage their own cases, including development of case strategy and drafting briefs and making arguments, while at the same time being supported by a team of litigators that prioritizes cooperation, professional development, and teamwork. ***This position provides an excellent opportunity for both experienced and newer attorneys to continue developing their litigation and trial skills.***

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

The **Administrative and Regulatory Services Practice Group** is comprised of three (3) Sections that principally represent and defend: (1) the State's commercial and transportation agencies including, among others, the Department of Financial Services, Department of Taxation and Finance, Department of State, and Department of Motor Vehicles; (2) the State's judicial, environmental and labor agencies including, among others, the Office of Court Administration, Board of Law Examiners, Office of Parks, Recreation and Historic Preservation, Department of Labor, Division of Human Rights, and Workers Compensation Board; and (3) the State's educational agencies including, among others, the State Education Department, City University of New York, State University of New York, and Higher Education Services Corporation.



The **Health and Human Services Practice Group** is comprised of three (3) Sections that principally represent and defend: (1) the State's public health agencies including, among others, the Department of Health, Office of the Medicaid Inspector General, and Office of Professional Medical Conduct; (2) the State's mental health agencies including, among others, the Office of Mental Health, Office for People with Developmental Disabilities, and Office of Alcoholism and Substance Abuse Services; and (3) the State's social service agencies including, among others, the Office of Temporary and Disability Assistance, Department of Health, and Office of Children and Family Services.

The **Law Enforcement Practice Group** is comprised of two (2) Sections that both principally represent and defend the State's public safety agencies including, among others, the Department of Corrections and Community Supervision, Division of State Police, Division of Criminal Justice Services, Division of Homeland Security and Emergency Services, and Office of Victim Services.

Suitable candidates must possess the following minimum qualifications:

- At least **three (3) years** of post-graduate civil litigation experience in federal and New York state courts;

- Excellent legal analysis, legal writing and editing, and oral advocacy skills;
- Strong organizational, interpersonal communication, problem solving, and teamwork skills;
- Comfort with and proficiency using technology to complete legal work, including knowledge of and experience with various computer software programs and case management and electronic discovery platforms; and
- Prior complex litigation and trial experience are preferred, but not 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. Prior admission to the United States District Courts for the Eastern and Southern Districts of New York is preferred, as making appearances in those courts is necessary for the position. In addition, the Public Officers Law requires that OAG attorneys be citizens of the United States. A two (2) year commitment upon being hired is a condition of employment.

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. To learn more about Assistant Attorney General compensation, please [click here](#). 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.

How To Apply

Applications are being received online. To apply, please click on the following link: [LIT NYC AAG 3515](#)

To ensure consideration, applications must be received by close of business on November 11, 2022.

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

- **Cover Letter**
 - You may address to Legal Recruitment.
 - Indicate the position title and reference number (Assistant Attorney General, Ref #: LIT_NYC_AAG_3515).
 - Indicate why you are interested in an attorney position with the Litigation Bureau and what makes you a strong candidate.
- **Resume**
- **Writing Samples**
 - Please provide at least two writing samples (trial court memoranda of law are preferred) that you believe best demonstrate your legal writing and analytical abilities.
 - Please upload these as one document in the field that is provided.
- **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 or phone at 212-416-8080.

For more information about the OAG, please visit our website: ag.ny.gov

