Staff Counsel

General Counsel's Office

AGENCY	Consumer and Worker Protection	DEPARTMENT	General Counsel's Office
LOCATION	NYC-ALL BOROS	WORK LOCATION	42 Broadway, N.Y.
SALARY	$95,450.00 – $95,450.00	JOB TYPE	Full-time
POSTED ON	September 3, 2026	POSTED UNTIL	November 2, 2026
JOB ID	797662	NUMBER OF POSITIONS	1
CIVIL SERVICE TITLE	Agency Attorney (title code 30087)	LEVEL / EXPERIENCE	02 / Experienced (non-manager)
TITLE CLASSIFICATION	Non-Competitive-5 (no exam required)	CATEGORY	Legal Affairs

How to apply

Apply online through NYC City Jobs. Open the link below, or search for Job ID 797662 at cityjobs.nyc.gov. The posting is open until November 2, 2026. Details can change, so check the live posting before applying.

Apply here:

https://jobs.smartrecruiters.com/CityOfNewYork/3743990015072676-staff-counsel?oga=true

Full posting on City Jobs:

https://cityjobs.nyc.gov/job/staff-counsel-in-nyc-all-boros-jid-47153

Scan to apply

Job Description

This position may be eligible for remote work for up to 2 days per week or compressed work schedule, pursuant to the Flexible Work Pilot Program.

The NYC Department of Consumer and Worker Protection (DCWP) protects and enhances the daily economic lives of New Yorkers to create thriving communities. DCWP licenses nearly 45,000 businesses in more than 40 industries and enforces key consumer protection and workplace laws that apply to countless more. By supporting businesses through equitable enforcement and access to resources, DCWP protects the marketplace from predatory practices and strives to create a culture of compliance. DCWP empowers consumers and working families by providing the tools and resources they need to achieve financial health and work-life balance. DCWP also conducts research and advocates for public policy that furthers its work to support New York City's communities. For more information about DCWP and its work, call 311 or visit DCWP at NYC Department of Consumer and Worker Protection (DCWP), sign up for its newsletter, or follow on its social media sites, X, Facebook, Instagram, and YouTube.

DCWP is seeking an experienced attorney to serve as Staff Counsel in the General Counsel Division, to enforce laws that protect NYC consumers and promote the Mayor's affordability agenda. The Staff Counsel will be responsible for initiating, investigating, and litigating cutting edge cases at the New York City Office of Administrative Trials and Hearings (OATH) and New York state court against individuals and businesses that violate New York City's licensing and consumer protection laws. Reporting to the Associate General Counsel, Staff Counsel responsibilities include, but are not limited to, the following:

- Investigating and prosecuting businesses engaged in illegal conduct, including those operating online and in web-based industries;
- Identifying unlawful conduct for potential investigation and litigation, and effectively developing investigation plans;

- Overseeing industry-specific regulatory compliance projects and rulemakings;
- Developing large scale regulatory enforcement plans;
- Performing legal research and drafting memorandum on legal issues facing the agency;
- Drafting general correspondence and legal documents to respondents, opposing counsel, regulated businesses, consumers and others;
- Conducting depositions, engaging in settlement negotiations, and trying cases on behalf of the agency at New York City's administrative tribunal and state court;
- Drafting and negotiating settlement agreements of enforcement proceedings initiated by attorneys; and
- Participating in review of external-facing material for agency outreach and trainings for business and public education.

The ideal candidate will be responsible for these functions, as well as for special projects and assignments related to consumer or licensee issues or to DCWP's operations. In addition, as part of these functions, the Staff Counsel is responsible for careful case project management and operational tasks necessary to support and effectuate this work.

AGENCY ATTORNEY - 30087

Minimum Qualifications

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

- At least two years of litigation experience, including in New York State courts and at the New York City Office of Administrative Trials and Hearings (OATH)
- Demonstrated excellent verbal, written, interpersonal, analytical, problem-solving and time management skills
- Interest in or experience in regulating online and technology-based products and services
- Proficient in conducting legal research and undertaking factual investigations, including experience reviewing documents and conducting witness interviews and depositions
- Demonstrated excellent legal research and writing skills, with the ability to present clearly organized and structured written work product
- Comfort with data-driven analysis and strategic planning
- Attention to detail, and ability to receive feedback and adjust to grow skillsets
- Able to interact effectively with multi-functional teams comprised of attorney and non-attorney staff
- Able to effectively manage multiple priorities with competing deadlines
- Desire to develop investigative, writing and litigation skills, with a desire to receive coaching and ability to receive feedback
- References that can confirm legal skills
- Experience and knowledge in consumer protection laws, administrative law, and/or false advertising litigation is preferred, but not required

Public Service Loan Forgiveness

As a prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education's website at https://studentaid.gov/pslf/.

Residency Requirement

New York City Residency is not required for this position.

Additional Information

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.