



Legal Recruitment

**Division of State Counsel
Litigation Bureau
Federal Incarcerated Individuals Litigation Section
Assistant Attorney General - Albany
Reference No. LIT/FED_ALB_AAG_3712**

Application Deadline is August 30, 2024

The Office of the New York State Attorney General's (OAG) [Litigation Bureau](#) in Albany is seeking attorneys to handle federal litigation commenced by persons incarcerated in New York State prisons. Generally, the Litigation Bureau represents the State of New York and its agencies and officers in state and federal courts in proceedings relating to civil rights, education, social services, public employment, public health, law enforcement, corrections, state finance, insurance, taxation, and other litigated matters arising out of state operations and legislation.

This position is located within the Bureau's Incarcerated Individuals Litigation Section where cases primarily present questions of federal constitutional law, and statutory interpretation. Attorneys in the section handle all phases of litigation from pleading to discovery to motions. With satisfactory performance, attorneys in the section can expect to participate in trials, first as a limited second chair handling minor witnesses, with the possibility of advancing to conducting a trial as first chair. Attorneys in the section also handle certain matters filed in the New York State Supreme Court, including Article 78 Petitions filed by incarcerated individuals, and Petitions for the New York State Department of Health to release vital records.

Qualifications:

- Applicants must be admitted to practice law in New York State;
- Excellent lawyering skills including research, writing, and legal analysis are required;
- Strong organizational, interpersonal communication, problem solving, and teamwork skills;



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

- Comfort with and proficiency using technology to complete legal work, prior knowledge of and experience using various computer software programs and case management and electronic discovery platforms is desirable; and
- Availability for some travel in 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 OAG 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 visit the following page: https://ag.ny.gov/sites/default/files/assistant_attorney_general_compensation.pdf. 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.

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



How To Apply

Applications must be submitted online. To apply, please click on the following link: [LIT/FED ALB AAG 3712](#)

To ensure consideration, applications must be received by close of business on August 30, 2024.

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

- **Cover Letter**
 - You may address your letter to the Legal Recruitment Unit.
 - Indicate why you are interested in this position and what makes you a strong candidate. You may wish to include information about what life experiences you will bring to the position that will enhance the OAG's ability to better serve the diverse population of this state.
- **Resume**
- **Legal Writing Samples**
 - Please provide at least two writing samples that you believe best demonstrate your legal writing and analytical abilities, memoranda of law or appellate briefs are preferred.

- 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.
 - For each reference, indicate the nature and duration of your relationship.
 - Include contact information and email addresses for each reference.
 - Please note that your references will not be contacted until after you interview for the position.

If you have questions regarding a position 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

