



**Division of State Counsel
Litigation Bureau – New York City
Special Counsel
Reference No. LIT_AAG/SPC_NYC_3044**

The Office of the New York State Attorney General (OAG) seeks an experienced litigator to serve as Special Litigation Counsel to handle complex civil defensive litigation for the [Litigation Bureau](#) located in New York City. Generally, a Special Litigation Counsel acts as lead attorney on, or closely supervises, federal and state litigation that is of heightened importance to the State of New York.

Responsibilities include but are not limited to:

- handling and/or supervising significant and/or complex civil litigation from complaint through trial;
- overseeing discovery, as needed;
- drafting and editing written work product;
- representing clients and State agencies in state and federal court at pretrial motions, preliminary injunction hearings, oral arguments, and trials;
- negotiating and evaluating settlements;
- providing advice and mentoring attorneys on a variety of topics; and
- performing non-litigating assignments and special projects as well as other duties, as assigned.

Suitable candidates must possess superior skills in legal analysis, legal writing and editing; should have more than **ten (10) years of civil litigation experience** in federal and state courts, with a focus on the handling of complex litigation, including trials, and enjoy working within and assisting a large group of lawyers. Experience in §1983 litigation is preferred.

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.

*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 are being received online. To apply, please visit our website by clicking [here](#). Applicants must be prepared to submit a complete application consisting of the following:

- **Cover Letter** (*Please address to Sandra Jefferson Grannum, Esq., Bureau Chief, Legal Recruitment*);
- **Resume**;
- **Writing Sample**; and
- **List of three (3) references with contact information and email addresses.**

Please note: Failure to submit a complete application will delay the consideration of your application.

If you have questions about a position with the OAG, the application process or need assistance with submitting your application, please contact the Legal Recruitment Bureau via email at recruitment@ag.ny.gov or phone at 212-416-8080.

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