



Executive Division

Office of the First Deputy Attorney General – New York City

Assistant Attorney General

Reference No. EXEC_NYC_AAG_3603

Application Deadline is September 22, 2023

The Office of the New York State Attorney General (OAG) is seeking an experienced, trial-ready litigator to serve as an Assistant Attorney General (AAG) in the Executive Division. The AAG will focus on complex investigations and civil enforcement actions to end and remediate practices that harm the public, including matters that relate to the opioid crisis and firearms. This position will report to the Special Counsel for the Executive Division and be located at the New York City office.

The AAG will assist with the prosecution of cases that are of heightened importance to the State of New York and the OAG from commencement to trial, often involving collaboration with several bureaus and overseen by the First Deputy Attorney General. Litigation matters handled by the AAG will often be 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. Press releases demonstrating some of this group's ongoing work are available [here](#) and [here](#). This AAG role offers a unique balance of independent and collaborative work, wherein the AAG will assist with the development of case strategy, draft briefings, and make arguments while working with and supporting a team of litigators that prioritizes cooperation, professional development, and teamwork.

Applicants must possess the following qualifications:

- At least **three (3) years of post-graduate civil litigation experience** in federal and/or New York state courts, with a focus on complex litigation is required;
- Alternatively, we will also consider applicants who have completed state or federal court clerkships as a substitute for hands-on litigation experience;
- Prior experience with complex, multi-party litigation, including participating in trials and/or evidentiary hearings, managing experts and electronic discovery, and dispositive motion practice is strongly preferred;
- Excellent legal analysis, legal writing and editing, and oral advocacy skills;
- Strong organizational, interpersonal communication, and problem-solving skills;
- Comfort with and experience using technology to complete legal work, including knowledge of and experience with various computer software programs and case management and electronic discovery platforms; and
- Enjoys being an active member of a litigation team.

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.

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 visit our careers website: <https://ag.ny.gov/job-postings>.

To ensure consideration, applications must be received by close of business on September 22, 2023.

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

- **Cover Letter**
 - You may address to Legal Recruitment.
 - Indicate why you are interested in this position and what makes you a strong candidate.
- **Resume**
- **Legal Writing Sample**
 - Please provide one writing sample (a trial court memoranda of law is preferred) that you believe best demonstrates your legal writing and analytical abilities.
- **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: www.ag.ny.gov