



**Administration Division**  
**Budget and Fiscal Management Bureau—Albany**  
**Deputy Director**  
**Reference No. BFMB\_ALB\_DEP\_6442**

**Application Deadline is May 29, 2026**

The Office of the New York State Attorney General's (OAG) Budget and Fiscal Management Bureau (BFMB) is seeking an experienced finance professional and manager to help lead the bureau as Deputy Director (Deputy). Reporting to and supporting BFMB's Director, the Deputy helps guide OAG's financial strategy, fiscal operations, and policy development. The Deputy ensures the agency's financial health through compliance with state requirements and the development and implementation of responsible, long-term fiscal policy. Additionally, the Deputy leads strategic planning initiatives, directs financial management activities, and oversees key operational functions within BFMB that directly support the agency's legal priorities and overall mission.

BFMB is responsible for the preparation, implementation, and evaluation of OAG's annual budget, maintains fiscal controls, and serves as the agency's liaison with the Division of Budget (DOB) and the Office of the State Comptroller (OSC). BFMB includes four (4) units: Budget, Purchasing, Payments/Travel, and Revenue/Restitution.

**Duties:**

Strategic Leadership and Policy Development

- Lead the development and implementation of agency-wide financial policies, standards, and internal controls consistent with New York state (NYS) regulations.
- Advise executive leadership on fiscal policy, budget strategy, and resource allocation to support programmatic priorities.
- Conduct strategic financial planning, including long-term forecasting, scenario analysis, and risk assessment functions.
- Develop policy recommendations to enhance financial efficiency, transparency, and accountability across OAG.
- Represent BFMB in cross-agency policy discussions and at statewide working groups/meetings.

Budget and Fiscal Management

- Supervise the BFMB teams responsible for budgeting, procurement, accounting, grant management, and auditing functions.
- Direct the preparation, administration, and monitoring of OAG's annual budget, ensuring alignment with strategic priorities.
- Oversee financial reporting, including budget submissions, cash flow projections, federal and state reporting requirements, and legislative requests.
- Ensure all fiscal activities comply with NYS Finance Law, OSC guidance, procurement rules, and internal controls.
- Monitor revenue streams, expenditures, and capital planning to maintain fiscal stability.

Stakeholder Engagement and Communication

- Provide clear, data-driven financial insights to executive leadership, government officials, auditors, and oversight entities.
- Build strong working relationships with DOB, OSC, and OAG partners as well as other NYS stakeholders.
- Communicate complex financial concepts accessibly to both internal and external audiences.

**Qualifications:**

- **A minimum of seven (7) years** of relevant experience in public-sector financial management, budgeting, fiscal policy, or other related areas that demonstrates an increasing scope of work and level of responsibility.
- **At least three (3) years** of leadership experience in a complex government, nonprofit, or similarly regulated environment.

- Supervisory and people management experience involving teams of finance professionals and related support staff, including recruiting, hiring, onboarding, coaching, mentoring, and labor relations.
- The ideal candidate will have experience with strategic thinking and long-term planning, policy analysis and development, and financial modeling and forecasting.
- Understanding of NYS financial laws, budget processes, and regulatory frameworks.
- Sound judgement with excellent analytical, written communication, verbal presentation, and organization skills.
- Proficiency in the Microsoft Office suite of applications including Outlook, Word, Excel, PowerPoint, and Teams.
- Strong project management skills, including the ability to effectively communicate change and meet simultaneous, competing deadlines.
- Highly collaborative and customer-focused with effective relationship management and interpersonal skills.

#### Preferred Skills/Experience:

- Prior, relevant NYS government work experience.
- Prior experience interfacing with governmental agencies and officials.
- Prior experience in a legal environment.
- Prior experience using the Statewide Financial System of New York (SFS).

**The annual salary for this position is \$131,298.** As an employee of OAG, you will join a team of dedicated individuals who work to serve the people of our state through a wide variety of occupations. We offer a comprehensive New York state benefits package, including paid leave, health, dental, vision, and retirement benefits, and family-friendly policies. Additionally, 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 [ag.ny.gov/job-postings/other](https://ag.ny.gov/job-postings/other)

**To ensure consideration, applications must be received by close of business on May 29, 2026.**

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 OAG's ability to better serve the diverse population of this state.
- **Resume**
- **Writing Sample**
  - Your sample should demonstrate your ability to analyze and organize information into an effective document that is well-organized and error-free.
  - If needed, please include a cover page to provide the reviewer with any relevant context or background information.
- **Reference List**
  - Submit a list of three (3) 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.

**The OAG provides reasonable accommodations to applicants with disabilities. If you have questions regarding a position with OAG, the application process, or need assistance with submitting your application, please contact Legal Recruitment via email at [recruitment@ag.ny.gov](mailto:recruitment@ag.ny.gov) or phone at 212-416-8080.**

For more information about OAG, please visit our website: [ag.ny.gov](https://ag.ny.gov)