



**Division of State Counsel**  
**Litigation Bureau – Prisoner Section**  
**Assistant Attorney General - Albany**  
**Reference No. LIT\_AAG/PS\_ALB\_3075**

The New York State Office of the 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.

The open position is located within the Bureau’s Prisoner Litigation Section where cases 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 observers, with the possibility of advancing to conducting a trial as first chair.

All attorney applicants to the OAG 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.

Suitable candidates for this position must possess superior lawyering skills, including research, writing, and legal analysis. Some travel is required.

In addition, it is preferred that applicants have between two (2) and four (4) years of post admission legal experience and also be admitted to the bar of the U.S. District Court for the Northern District of New York.

*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 click on this link: [LIT AAG/PS ALB 3075](#); applicants will be taken to the online application page for this position.

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

- [Cover Letter](#) (You may address to Sandra Jefferson Grannum, Esq., Bureau Chief, Legal Recruitment)
- [Resume](#)
- List of three (3) [references](#) with contact information and email addresses
- Law school [transcript](#) if less than five (5) years post-graduate (unofficial is acceptable)
- Provide (2) writing samples (Memoranda of Law or Appellate Briefs are preferred); please upload these as one document using the field provided.

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

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

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