



Executive Division

Special Counsel for Immigrant Justice – New York City

Reference No. EXEC_NYC_SC_3582

Application Deadline is July 7, 2023

The Office of the New York State Attorney General (OAG) is seeking an experienced litigator to serve as a Special Counsel in the Executive Division with a focus on immigration. The Special Counsel will lead matters involving immigrants' rights in New York State and nationally and advance opportunities for the OAG to participate in litigation and policy initiatives related to immigration. This position will report to the First Deputy Attorney General and will be located at the New York City office.

Specifically, the Special Counsel will collaborate with teams in the agency to combat discrimination against immigrants; protect and advocate for immigrants' access to services in New York State; enhance relationships with immigrant communities; analyze federal immigration policy and its impact on immigrant communities; monitor important litigation within New York and nationwide; create opportunities for OAG participation in national litigation and policy advocacy; collaborate on litigation, policy proposals, legislation and amicus briefs; and engage in and supervise affirmative and defensive litigation. In addition, the Special Counsel will be responsible for representing the OAG on the national level and liaising with the federal government, other states, local governments and nonprofit agencies; partnering with nonprofits and private attorneys to promote the provision of high quality legal representation to immigrants; collaborating with external partners and the OAG's policy team to review, monitor and comment on legislative proposals and policy initiatives; presenting at national conferences; and drafting policy papers and other publications.

Suitable candidates must possess the following qualifications:

- At least **eight (8) years of post-graduate civil litigation experience**, including experience in federal court;
- Experience with advocacy and litigation to promote immigrants' rights nationwide;
- Understanding of the dynamics of immigration to the United States;
- Strong relationships with immigrant advocacy groups;
- Excellent oral advocacy, legal analysis, legal writing and editing skills;
- Strong organizational, interpersonal communication, problem solving and teamwork skills;
- Proficiency using technology to complete legal work, including knowledge of and experience with various computer software programs and case management and electronic discovery platforms; and
- Ability to work well independently and with a large group of attorneys.

Proficiency in Spanish, Chinese, Russian, Creole, Bengali, or another language other than English spoken by New York's immigrant communities 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 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 [click here](#). 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: [EXEC NYC SC 3582](#).

***While the posted deadline is July 7, please be advised applications will be reviewed on a rolling basis until the position is filled.**

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. 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**
- **Legal Writing Sample**
- **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: ag.ny.gov