



Division of State Counsel – New York City
Chief Deputy Attorney General
Reference No. DSC_CDAG_NYC_3574

Application Deadline is June 23, 2023

The Office of the New York State Attorney General (OAG) is seeking an experienced attorney to serve as Chief Deputy Attorney General (CDAG) for the [Division of State Counsel](#). The CDAG is a member of the Attorney General's senior leadership team and reports to the First Deputy Attorney General. The CDAG and two Deputy Attorneys General lead the Division and manage the legal practice and operations. The Division, which is responsible for representing and defending the State, its officers, and agencies in actions in federal and state courts, is comprised of seven bureaus: Litigation Albany and New York City, Claims Albany and New York City, Civil Recoveries, Real Property, and Sex Offender Management. The Division also includes the Contract Approval Unit, which is part of the State's contract approval process. There are more than 400 attorneys and support staff in the Division.

The following is a description of each of the bureaus in the Division of State Counsel:

[Litigation Bureaus in New York City & Albany](#)

The Litigation Bureaus, located in New York City and Albany, represent the State, its officers and agencies in state and federal courts in actions involving almost every substantive area of the law. The Bureaus protect the public's interest by defending constitutional challenges to state statutes, regulations, policies and practices and by bringing actions to enforce state laws and regulations. The Bureaus' major clients include the Departments of State, Health, Taxation and Finance, Insurance, Civil Service, Education, Corrections and Community Supervision, Banking, Motor Vehicles, Housing and Community Renewal, as well as the Offices of Mental Health, People with Developmental Disabilities, Children and Family Services and Temporary and Disability Assistance, the State's major educational institutions, the State Police and the State judiciary.

[Claims Bureaus in New York City & Albany](#)

The Claims Bureaus, located in New York City and Albany, defend the State and certain State authorities in the Court of Claims and defend individual State officers and employees in Supreme Court in civil actions for money damages arising in tort, medical/dental malpractice, unjust conviction and breach of contract.

[Civil Recoveries Bureau](#)

The mission of the Civil Recoveries Bureau is to recoup money owed to State agencies through affirmative litigation. The Bureau's work is carried out by ten units, five of which are based in Albany and include the General Recoveries Unit, Mental Hygiene Unit, Oil Spill Unit, Student Recoveries Unit and the Bankruptcy Unit. The remaining five units are based at or near State hospitals including Roswell Park Cancer Institute, SUNY Upstate Medical University Hospital, SUNY Stony Brook University Hospital, SUNY University Hospital of Brooklyn and the Helen Hayes Hospital. The Bureau also recovers the cost of care at the State's four Veterans Homes in Montrose, Batavia, Oxford and St. Albans, through the Helen Hayes Hospital office.

[Real Property Bureau](#)

The Real Property Bureau investigates title, clears liens, and prepares the deeds and various other closing documents necessary to facilitate the acquisition of clear, marketable title for the state. In addition, the Bureau handles the state's eminent domain acquisitions by reviewing title, then identifying and certifying all legal interests entitled to compensation and payment for such acquisitions. The Bureau also represents the state in court proceedings involving either disputes over state land titles, or disputes over fair compensation for property acquired by eminent domain.

[Sex Offender Management Bureau](#)

The Sex Offender Management Bureau (SOMB) was created by the Attorney General to represent the state of New York in all Article 10 litigation. SOMB works in concert with the Article 10 partners, the Office of Sex Offender Management within the Division of Criminal Justice Services, NYS Department of Community and Correctional Services, NYS Office of Mental Health, and the NYS Office of People with Developmental Disabilities to develop statewide protocols to further the goals of Article 10 in ensuring public safety.

Applicants must have at least ten (10) years of litigation experience and at least five (5) years of experience supervising and leading teams of attorneys and support staff with a demonstrated ability to foster a collegial and productive working environment. Applicants with prior senior level management experience, as well as experience interfacing with governmental agencies and officials are preferred. Excellent advocacy, legal writing, communication and interpersonal skills, as well as a demonstrated commitment to public service, are also required.

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.

The annual salary for this position is \$210,071 + \$3,026 in location pay. 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. 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.

Per Office of the Attorney General policy, confirmation of vaccination status is a condition of employment for this position. If you are not fully vaccinated, you may be required to provide regular negative COVID-19 PCR test results at a frequency determined by the agency. The agency will consider religious and reasonable accommodations. For more information, please contact recruitment@ag.ny.gov.

*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 by email. To apply, please submit your complete application, including each of the items identified below, to recruitment@ag.ny.gov. Applicants must indicate both the position title and reference number (Chief Deputy Attorney General, DSC_CDAG_NYC_3574) in the email subject line and in their cover letter.

To ensure consideration, applications must be received by close of business on June 23, 2023.

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

- **Cover Letter**
 - You may address to Legal Recruitment.
 - Include the position title and reference number (Chief Deputy Attorney General, DSC_CDAG_NYC_3574).
 - Indicate why you are interested in this position and what makes you a strong candidate.
- **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