



Division of Social Justice
Charities Bureau, Enforcement Section – New York City
Assistant Attorney General
Reference No. CHA/ES_NYC_AAG_3624

Application Deadline is December 8, 2023

The Office of the New York State Attorney General (OAG) is seeking an experienced litigator for its New York City office to serve as an Assistant Attorney General in the Enforcement Section of the [Charities Bureau](#). The selected candidate will join a team of attorneys who are responsible for conducting complex investigations and litigation into frauds, breaches of duty and other violations of New York's law governing the charitable sector.

The Enforcement Section of the Charities Bureau works to protect the mission and resources of New York's charities by holding charitable organizations, their officers, directors, employees and various third parties accountable. New York is the national and international center for funding and innovation in nonprofit organizations, and the Charities Bureau is a national leader in effective regulation of charitable not-for-profit entities. Recent actions to enforce New York charities laws by the OAG's Charities Bureau include litigation that led to the dissolution of the Trump Foundation; the investigation and ongoing litigation against the National Rifle Association of America, a New York chartered charitable organization, and certain of its current and former officials; investigations and litigation concerning the institutional response to clergy sexual abuse by the dioceses of the Roman Catholic Church in New York and investigations that revealed a kickback scheme between a real estate developer and senior church officials in connection with the sale or lease of church properties.

Applicants should be committed to public service, interested in developing expertise in this field and willing to engage in high level and challenging civil investigations and litigation. The attorney selected for this position can expect to have substantial opportunities and responsibilities for written and oral advocacy and direct involvement in developing and implementing case strategy.

Applicants should have a **minimum of three (3) years** of litigation experience, including experience in complex litigation and electronic discovery. Applicants must also possess excellent research, analytical, communication, and organizational skills, and write clearly and persuasively. Additionally, applicants should be dedicated and motivated attorneys who can work independently and interact with a diverse group of colleagues, members of the public, and other government regulators.

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 click on the following link: [CHA/ES NYC AAG 3624](#)

To ensure consideration, applications must be received by close of business December 8, 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. You may wish to include information about what life experiences you will bring to the position that will enhance the Bureau'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: www.ag.ny.gov