



Division of Regional Affairs
Poughkeepsie Regional Office (Position based in Albany-area)
Assistant Attorney General
Reference No. POU_AAG_3642

Application Deadline is February 2, 2024

The Office of the New York State Attorney General's (OAG) [Poughkeepsie Regional Office](#) is seeking an attorney who will be based out of the Albany office and will handle investigations, enforcement actions, and affirmative litigation in their assigned region and collaborate on statewide initiatives. The selected attorney will be hired as an Assistant Attorney General (AAG) and will be involved in all stages of investigation and litigation, including strategic planning, issuing subpoenas, conducting depositions, drafting commencement documents, negotiating settlements, and conducting trials.

The OAG's Regional Offices represent the State, its agencies, and officers in state and federal courts in claims and litigation relating to civil rights, public employment, social services, education, elections, law enforcement, public health, state finance, insurance, taxation, and other litigated matters arising out of state operations and legislation. The Regional Offices also handle affirmative social and economic justice investigations, enforcement actions, and litigation in diverse areas including consumer protection, civil rights, workers' rights, housing protection, and charities.

Qualifications:

- At least **two (2) years** of post-graduate legal experience is preferred, however, the Regional Office will consider well-qualified applicants who have fewer years of experience;
- Prior litigation and trial experience is a plus;
- Strong writing, legal analysis, organizational, interpersonal communication, and problem-solving skills;
- Motivated and collaborative with the ability to work independently and interact with a diverse group of colleagues, members of the public, and government regulators;
- Comfort with and 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
- A demonstrated commitment to public service.

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 OAG attorneys 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 OAG attorney 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: [POU AAG 3642](#)

To ensure consideration, applications must be received by close of business on February 2, 2024.

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

- **Cover Letter**
 - You may address your letter 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 Regional Office'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