



Regional Offices Division
Buffalo Regional Office
Legal Aide for Affirmative Litigation/Consumer Frauds
Reference No. BUF/CFP_PLS_2026

Paid Summer Placement for Law Students | Application Deadline is March 27, 2026*

The Office of the New York State Attorney General's (OAG) [Buffalo Regional Office](#) (RO) is now accepting applications from law students for a paid placement. The OAG is committed to protecting New Yorkers by robustly enforcing state and federal consumer protections and prohibitions on corporate abuse. The selected law student will be assigned to assist attorneys with affirmative litigation and consumer frauds matters handled by the regional office, gaining practical experience supporting investigations and litigation to redress fraudulent, misleading, deceptive, or illegal practices. In addition to litigating, the office mediates thousands of complaints each year from individual consumers. A large percentage of these complaints are resolved satisfactorily through the mediation process. **The selected law student must be available to begin their placement in late May or early June.**

The OAG is seeking a hardworking and talented law student with excellent legal research and writing skills. The selected law student will conduct legal research, draft memoranda, observe court proceedings, assist with active investigations and litigation, and learn to mediate consumer complaints. The potential law student candidate is an integral part of this mediation process. The law student may also qualify to obtain a student practice order to appear in court with attorney supervision.

Program Experience

- Assist attorneys in all phases of their work.
- Receive substantive legal work and mentorship from an experienced litigator.
- Hands-on learning experiences in an exciting and dynamic professional environment.
- Exposure to a broad range of legal work and the opportunity to gain valuable public interest legal experience.
- Assignments may include writing memoranda; drafting pleadings; writing discovery requests or responses; preparing for and attending depositions, hearings, or in-court matters; interviewing clients, witnesses, and experts; assisting with investigations, case negotiations, and conducting legal research assignments.
- Law students will mediate individual complaints filed by consumers against businesses, answer inquiries from the public on a variety of topics, and support investigations into larger patterns of fraud or illegality.
- The students will finish their placement with a legal writing sample.

Qualifications

- Full-time enrollment in an accredited law school;
- Strong technology skills and proficiency using Microsoft Word, Excel, Outlook, and PowerPoint;
- Strong research and analytical abilities as well as verbal and written communication skills;
- Excellent organizational, proofreading, and multitasking skills;
- Proactive with the ability to prioritize and self-manage assignments and deadlines;
- Capable of working well both independently and as a member of a team; and
- Past practical experience such as a legal clinic is a plus but is not required.

Placement Details

- **The format of this placement is hybrid.** Therefore, students report to their designated workstation two or three (2-3) days per week. On the days students work remotely, they need a reliable computer, a secure internet connection, a phone, and a sufficiently quiet and private workspace to telework.

- **At the time students receive and accept a paid placement offer, they must provide written documentation demonstrating they are full-time students in good academic standing as defined by their schools.**
- Applicants must be available to work 30 hours per week during regular business hours for the entire summer, May/June, through late August. We are seeking applicants who are available to continue working during the fall term. *Please be advised rehire for an additional term is possible but neither automatic nor guaranteed.*
- The selected law student will be hired as a legal aide and paid the hourly rate of \$20.56.
- *Applications are accepted online until **March 27, 2026**, and paid placement offers are made on a rolling basis.
- United States (U.S.) citizenship and New York state residency are not required, but applicants must be eligible to be employed in the U.S.
- Applicants are encouraged to learn more about OAG bureaus and regional offices prior to submitting their applications by reviewing information that is available on the [public website](#).

*Candidates from diverse backgrounds are encouraged to apply.
The OAG is an equal opportunity employer and is committed to workplace diversity.*

How to Apply

The following section provides detailed information about the application process and application requirements. Please review the complete list of instructions prior to preparing and submitting your application materials online.

- Applications for this placement must be submitted online. To apply, please click the following link:

[BUF/CFP_PLS_2026](#)

- *Applications are accepted online until **March 27, 2026**, and paid placement offers are made on a rolling basis.
- **The following four (4) documents are required for each application that is submitted:**

Your documents should reflect your own thoughts/work product in text that was written by you. Do not use artificial intelligence (AI) to generate application documents. Once submitted, you will not be able to access or edit your application. Therefore, we strongly encourage you to have someone review/proofread your documents ahead of submitting your application online.

1. Cover Letter

- You may address your letter to the Legal Recruitment Unit.
- Indicate why you are interested in a placement with OAG and what makes you a strong candidate.
- You may wish to include information about what life experiences you will bring to the placement that will enhance OAG's ability to better serve the diverse population of this state.

2. Resume

- Ensure your resume is complete and current prior to submitting your application.

3. Reference List

- Submit a list of three (3) professional references (i.e., supervisor or professor).
- For each reference, indicate the nature and duration of your relationship.
- Include contact information and email addresses for each reference.
- Please note that your references will not be contacted until after you interview for the placement.

4. Writing Sample

- Submit a paper completed for school or a writing sample that was prepared for a job or during an internship/externship.
- The writing sample should show you can analyze legal issues in a clear and concise manner. Also, the sample should highlight your advocacy and grammatical skills.
- The writing sample should be between five and ten (5-10) pages long, not including the cover page.
- Include a cover page indicating the following information:
 - a) The document type.
 - b) Specify the source of the sample. Was it prepared for a class (include the course name and date) or an internship or job (include the placement or position name and date).
 - c) Briefly indicate why you are choosing to submit this section of the document. State whether it is an excerpt from a longer document. If so, provide any relevant context the

reader will need to understand how this section relates to the document as a whole.

d) Indicate who edited your sample, how many drafts were made, and whether you are the sole author of the document.

- **Failure to submit a complete application will delay the consideration of your candidacy.**
- If a bureau wishes to schedule an interview, they will contact you directly to arrange this meeting.

If you have questions about a placement with OAG, the application process, or need assistance with submitting your application, please contact Legal Recruitment via email at recruitment@ag.ny.gov.