



## Social Justice Division

### Environmental Protection Bureau—Buffalo

#### Student Assistant for Science/Policy

Reference No. EPB/SCI\_BUFS\_PUGS\_SUM\_2026

### Paid Summer Placement for Graduate/Undergraduate Students | Application Deadline is February 27, 2026\*

The Office of the New York State Attorney General's (OAG) [Environmental Protection Bureau](#) (EPB) in Buffalo is seeking applications from graduate and undergraduate students for a paid science/policy placement during the 2026 Summer Program. EPB is responsible for enforcing state and federal environmental laws and has the power to file lawsuits on behalf of the state of New York to protect the public health and environment. The bureau enforces environmental standards and defends state agencies when their regulatory efforts are challenged in court. In addition, the bureau's attorneys and technical staff investigate and respond to citizen complaints, file lawsuits for public nuisance conditions, prosecute environmental crimes, enforce solid waste laws, and prepare reports and brochures on environmental issues.

Students will assist the scientific and policy staff in exploring difficult and groundbreaking environmental and legal issues. Responsibilities include researching issues using the internet; briefing staff on technical issues and keeping them updated on the most recent developments; drafting reports and fact sheets; procuring technical information and undertaking scientific and evidentiary review and analyses; preparing presentations using Microsoft Excel and PowerPoint; and assisting staff in preparing for negotiations with violators of environmental laws. Candidates with Relativity or GIS skills are especially encouraged to apply.

In addition, students may gain experience working with federal, state, and local government agency staff, non-profit environmental organizations, and experts. In the past, students have worked on issues regarding lead exposure and public health, sustainability and energy related matters, drinking water quality, plastic pollution, and many others. Students work closely with the Chief Scientist, the Policy Analyst, and other professional staff in the office who will provide them with mentoring, guidance, and advice to support their learning and professional development. The key qualities we look for include a strong background in science, intellectual curiosity, strong initiative, effective writing and communication, and an interest in the quality of our environment.

### Summer Program Details

- **The format of this placement is hybrid.** 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. Applications from students who will be starting college/university during the 2026 fall semester will not be considered.**
- The summer program will run for eight weeks from May 18 – July 10, 2026. Students hired for the program must be available to work full-time (37.5 hours/week) during these dates and for the entire eight (8) weeks of the program.
- The selected student will be hired as a student assistant and paid either the graduate hourly pay rate of \$19.38, or the undergraduate hourly pay rate of \$16.39.
- \*Applications are accepted online until **February 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 summer placements must be accepted online. To apply, please click on the following link:

[EPB/SCI BUF PUGS SUM 2026](#)

- Applications are submitted separately for each bureau/regional office, and an applicant's candidacy for each application is determined separately by each bureau/regional office.

**Please limit your application submissions to three (3) total across all bureaus/regional offices.**

- \*Applications are accepted online until **February 27, 2026**, and paid placement offers are made on a rolling basis.

- **The following five (5) documents are required for your application:**

*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 position 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. List of three (3) references.

- Submit only professional (i.e., supervisor or professor) references.
- For each reference, indicate the nature and duration of your relationship.
- Include contact information and email addresses for each reference.
- We do not conduct reference checks until after you interview for a placement.

### 4. Writing Sample

- You may choose to submit a paper that you completed for school or a writing sample that you produced during an internship or externship.
- Submit a sample that demonstrates your ability to analyze and organize information into an effective document.
- We recommend submitting a sample that is 3-6 pages in length.
- If needed, please include a cover page providing the reviewer with any relevant background information or context.

### 5. Course List

- In lieu of a transcript, please provide a list of science courses, engineering courses, and any other courses relevant to your application that you have successfully completed since beginning college or university.
- If you are currently pursuing a graduate degree, this list should include courses that you have successfully completed for both your undergraduate and graduate degrees.
- Please be advised this information will be used to assess whether you have the necessary science and other prerequisites for this placement.

- **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](mailto:recruitment@ag.ny.gov).