



Executive Division

Director of Congressional Affairs – New York City

Reference No. EXEC_NYC_DCA_6452

Application Deadline is July 31, 2026

The Office of the New York State Attorney General's (OAG) [Executive Division](#) is seeking an experienced professional to identify, recommend, and pursue opportunities to advance the Attorney General's (AG) Congressional priorities as Director of Congressional Affairs in New York City. As the "People's Lawyer," the AG serves as the guardian of the legal rights of the citizens of New York, its organizations, and its natural resources. The OAG also brings affirmative litigation and develops policy initiatives on topics including civil rights, voting rights, health care, environmental protection, labor, financial regulation and enforcement, public integrity, consumer protection, housing, drug trafficking, and nonprofit law. The Director of Congressional Affairs reports to the Senior Advisor for Policy and Legislative Affairs and the Deputy Chief of Staff.

Duties:

- Identify opportunities, develop strategies, and implement tactics that advance the AG's Congressional priorities;
- Represent OAG by leveraging new and existing relationships to foster partnerships with Members of Congress, their staff, key Congressional committees, and other external stakeholders;
- Track and analyze key legislation, monitor relevant news and political developments, and escalate as needed to keep OAG staff informed;
- Coordinate advocacy efforts across internal teams on Congressional legislation that relates to the AG's priorities, including collaborating with Executive staff, Policy and Legislation, Intergovernmental Affairs, the Press Office, and OAG's legal bureaus;
- Advise Executive and legal staff on the nuances of the legislative process, key policy areas, and the relevant political landscape;
- Conduct policy and legislative research and draft memos and other materials for meetings, presentations, and events;
- Prepare policy briefs, talking points, testimony, and other advocacy materials for the AG and her Executive staff;
- Communicate with Members of Congress and their staff regarding pending or potential legislation that is of interest to OAG; and
- Organize and/or participate in special projects, including those that are related to the implementation of key legislation and policy.

Qualifications:

- A minimum of eight (8) years of experience working in or with the Congressional legislative process in either congressional, policy, and/or government relations roles reflecting an increasing level of responsibility and impact;
- Excellent communication (both verbal and written), research, analytical, interpersonal, relationship management, and strategic thinking skills;
- Ability to foster and maintain productive and effective relationships with Members of Congress, their teams, and other stakeholders/partners;
- A deep, substantive knowledge of the Congressional legislative process and relevant political landscape;

- Demonstrated ability to rapidly analyze, understand, and communicate complex/technical legislative and policy concepts through a political lens;
- Comfortable working in a fast-paced, dynamic work environment, including self-managing multiple priorities and tight deadlines;
- Highly collaborative with the willingness to participate in other OAG projects and initiatives as determined by Executive leadership; and
- Availability to work flexible hours, including weekends, and for some travel to Washington, D.C. is required.

Preferred Skills and Experience:

- A graduate degree, such as an MPA or MPP, or a law degree;
- Prior Capitol Hill experience with New York ties; and
- Prior work experience supporting a high-profile, elected official.

The annual salary for this position is \$146,854 plus \$4,000 in location pay. As an employee of 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, 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 are being received online. To apply, please click on the following link: [EXEC NYC DCA 6452](#)

To ensure consideration, applications must be received by close of business on July 31, 2026.

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

- **Cover Letter**
 - You may address your letter to the Legal Recruitment Unit.
 - 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 OAG’s ability to better serve the diverse population of this state.
- **Resume**
- **Writing Sample**
 - Your sample should demonstrate your ability to analyze and organize information into an effective document that is well-organized and error-free.
 - If needed, please include a cover page to provide the reviewer with any relevant context or background information.
- **Reference List**
 - Submit a list of three (3) professional references; supervisory references are preferred.
 - 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 position.

The OAG provides reasonable accommodations to applicants with disabilities. If you have questions regarding a position with OAG, 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 OAG, please visit our website: ag.ny.gov