



Social Justice Division
Charities Bureau—New York City
Deputy Bureau Chief
Reference No. CHA_NYC_DBC_3891

Application Deadline is August 7, 2026

The Office of the New York State Attorney General's (OAG) [Charities Bureau](#) is seeking an experienced attorney to serve as Deputy Bureau Chief (DBC). The Charities Bureau is the primary regulator and advocate for New York's charitable sector and their charitable beneficiaries. The Charities Bureau, the largest state charities regulator in the country, has a team of over 70 attorneys, other professionals, and legal support staff working in six (6) sections: Accounting, Complaints, Enforcement, Registration, Transactions, and Trusts and Estates.

The Charities Bureau represents the interests of charitable beneficiaries; oversees the duties of charitable fiduciaries; and provides training, guidance, and support for the charitable sector. The Charities Bureau has authority and oversight responsibility for four (4) major New York statutes: (1) the Not-for-Profit Corporation Law, (2) the Estates, Powers and Trusts Law, (3) the Religious Corporations Law, and (4) Article 7A of Executive Law.

The bureau conducts investigations into violations of law, oversees major life cycle events for charities, and participates in determining charitable remainders for intended beneficiaries. Recent examples that highlight the bureau's work include:

- The Transactions Section reviewed the proposed dissolution of a Catholic hospital corporation. Based on this review, the bureau investigated the collapse of its pension plan, and after a six-week trial, the Enforcement Section obtained a verdict of \$54 million for the benefit of the pensioners.
- The Transactions Section attached conditions to the merger of a birthing center with a hospital. As part of the merger, the hospital committed to continued operation of the center. However, after the merger, the hospital announced it was shutting down the birthing center. The Transactions and Enforcement Sections along with OAG's Health Care Bureau organized a public hearing and the hospital subsequently abandoned its plan to shut down the facility.
- The Trusts and Estates Section has worked with colleges in financial difficulty to allow use of some restricted assets for continued operations and has reviewed the closure plans of several colleges requiring them to use or transfer their remaining restricted charitable assets to other institutions to support students being transferred.
- The Registration Section has automated its registration and annual filing process, improved its evaluation of annual filings, and improved its customer service operations thereby reducing administrative burdens, identifying noncompliance, and increasing transparency.
- Over the past 15 months, the bureau has developed and offered a series of five webinars featuring both internal and external presenters to assist charities in addressing the impact of policy changes in the new federal administration.

The DBC will work closely with the Bureau Chief to develop and execute the Attorney General's strategic vision and priorities for the Charities Bureau, including legislative and regulatory changes, enforcement actions, and outreach and support of charitable organizations. The DBC will be responsible for providing direct oversight and supervision of three (3) of the bureau's sections consistent with the selected candidate's experience and interests. The DBC will support other intra-section work and bureau initiatives, including outreach and interaction with the charitable sector. Additionally, the DBC's responsibilities will include primary responsibility for recruitment and professional development of bureau staff, overseeing the bureau's administrative operations, and collaborating with other OAG bureaus and divisions to support the work of the office.

Qualifications:

- A minimum of ten (10) years of legal experience;
- At least five (5) year of experience successfully supervising, leading, developing, and supporting teams of attorneys, other professionals, and support staff;
- Demonstrated knowledge of state and federal charities laws and regulations;
- Excellent writing, analytical, organizational, and advocacy skills;
- Strong interpersonal communication, relationship management, and problem-solving skills;
- Experience and interest in interfacing with elected officials and in community outreach, including working with and in diverse communities is strongly preferred;
- Prior experience and/or interest in the development of project management and artificial intelligence tools is a plus; 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.

The salary range for this position is \$198,028 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 by email. To apply, please submit your complete application, including each of the items identified below, to recruitment@ag.ny.gov. Applicants must indicate both the position title and reference number (Deputy Bureau Chief, CHA_NYC_DBC_3891) in the email subject line and in their cover letter.

To ensure consideration, applications must be received by close of business on August 7, 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.
 - Include the position title and reference number (Deputy Bureau Chief, CHA_NYC_DBC_3891).
 - 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**
- **Legal Writing Sample**
- **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