



Social Justice Division
Charities Bureau, Transactions Section – New York City
Section Chief
Reference No. CHA/TS_SC_3892

Application Deadline is August 14, 2026

The Office of the New York State Attorney General's (OAG) [Charities Bureau](#), the primary regulator of New York's charities sector, is seeking an experienced transactions attorney to serve as the Transactions Section Chief (TSC) in New York City. The selected candidate will lead the section managing a team of attorneys who are responsible for reviewing and approving complex transactions involving the disposition of assets for religious and non-religious charities in New York City and the Third Judicial Department and coordinating policy and practice with regional offices in other parts of the state. Applicants may familiarize themselves with the work of the bureau by reviewing the guidance documents posted online [here](#).

The New York Not-for-Profit Corporation Law and the New York Religious Corporations Law are among the most well-developed statutes in the country covering this area of law and the Charities Bureau is a national leader in effective regulation of charitable entities. When charities plan to transfer, lease, or otherwise dispose of their assets, or to merge or dissolve, court or OAG approval is required. The Transactions Section conducts investigations into proposed major life cycle events for charities, including sales and dispositions of all or substantially all of a charity's property, mergers, dissolutions, and charter changes. The section is responsible for assuring the proper administration and use of charitable assets, consistent with the charitable mission. The section advises the Supreme Court where a transaction is filed and approves transactions administratively where appropriate.

Recent examples of matters that highlight the work of the Transactions Section include the following:

- 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 Transactions Section reviewed planned sales of church-related property. The selling organization sought to impose a perpetual easement barring any use of the property for certain reproductive procedures and advice. The perpetual easement was removed.
- The Transactions Section reviewed the planned use of proceeds from the sale of a nonprofit health care organization and objected to certain non-compete and change of control provisions for insiders. The organization changed the terms to satisfy the Transactions Section's concerns.
- The Transactions Section reviewed a petition for sale of real estate by an operating elder care facility. The sale would have required the organization to lease back its own property and endangered the continued operation of the facility. No terms of the future lease were provided. The section was successful in persuading the Court not to approve the sale.

The TSC will work closely with the Bureau Chief to develop and execute the Attorney General's strategic vision and priorities for the section, including legislative and regulatory changes, transaction review and management, and outreach and support of charitable organizations. The TSC will support other intra-section work and bureau initiatives and participate in public presentations and other interactions as part of the bureau's outreach programs in support of New York state charitable organizations.

Duties:

- Manage the section's docket and supervise the work of attorneys, including reviewing and assigning incoming matters.
- Supervise approximately 12 attorneys and support staff.
- Assist with recruitment, performance management, and regularly provide advice, training, and support to the section's attorneys and support staff.
- Maintain an active caseload and serve as lead attorney on complex matters.

Qualifications:

- At least five (5) years of experience handling corporate matters, transactions, and/or real estate matters.
- The ideal candidate will have prior litigation and non-profit experience.
- Prior experience supervising and/or mentoring attorneys and support staff is preferred.
- Prior experience making public presentations on legal matters and building external stakeholder relationships is a plus.
- Excellent research, legal analysis, legal writing and editing, and oral advocacy skills.
- Strong organizational, interpersonal communication, problem solving, and teamwork skills.
- 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 \$167,945 - \$192,203, plus \$4,000 in location pay. The final salary will be set after a complete evaluation of the selected candidate's qualifications. 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 must be submitted online. To apply, please click on the following link: [CHA/TS_SC_3892](#)

To ensure consideration, applications must be received by close of business on August 14, 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**
- **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