Executive Division
Office of General Counsel – New York City
Associate General Counsel
Reference No. OGC_NYC_AGC_3922

Application Deadline is December 4, 2026

The Office of the New York State Attorney General (OAG) is seeking an attorney with two (2) to five (5) years of experience as a law firm associate or as an in-house attorney for an Associate General Counsel position in the Office of General Counsel (OGC). The ideal candidate will have experience handling a wide range of legal matters, researching complex legal issues, and writing related memoranda in a fast-paced environment.

The Executive Division, in which OGC is housed, maintains the functions of OAG and includes the Senior Leadership Team; the Chief Deputy Attorneys General; the Solicitor General; and the directors of Communications, Intergovernmental Affairs, Legislative Affairs, and Research and Analytics. The Executive Division's responsibilities include policy development, public relations, community outreach, research and analytics, drafting proposed legislation, monitoring legislation that affects OAG, and the day-to-day administration of the office.

The selected candidate will work for OGC. As the in-house counsel to OAG, OGC works collaboratively across all divisions, serving a variety of clients on a multitude of legal issues, as outlined below. This position will report directly to the General Counsel and/or the Deputy General Counsels and is located in the New York City office.

Duties:

- Researching complex legal issues and writing memoranda on such issues.
- Reviewing and/or drafting contracts and procurement documents.
- Crafting, reviewing, and/or revising OAG policies, ensuring compliance with such policies, and promoting best practices across OAG.
- Assisting with sensitive employment and labor law matters.
- Assisting with litigation and/or subpoena responses and other document requests served on OAG.
- Collaborating with OGC attorneys on internal administrative changes, affirmative litigation, and legislative and policy initiatives.
- Remaining current on the legal landscape related to Artificial Intelligence and advising OGC attorneys accordingly.
- Researching and interpreting statutes, rules, and regulations, as needed, and assisting in reviewing and advising on pending legislation.
- Additional duties and projects as assigned by the General Counsel or Deputy General Counsels.

Qualifications:

- Applicants must have two (2) to five (5) years of relevant experience, including serving as an associate attorney in a law firm or in-house for a complex or government organization.
- Excellent analytical, research, and writing skills.
- Strong organizational skills and experience managing multiple assignments and projects simultaneously.
- Highly collaborative and client-focused, with demonstrated experience serving a variety of clients and assisting them in achieving their objectives.
- Experience working in a fast-paced and high-impact environment.
- Knowledge of contract law; labor and employment law; and government ethics and compliance are pluses.
- Judicial clerkship experience is also a plus.

Applicants must reside in (or intend to soon become a resident of) New York state and must 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-year commitment upon being hired is a condition of employment.

The salary range for this position is $87,356 - $186,494 plus $4,150 in location pay. To learn more about attorney compensation, please visit the following page:

https://ag.ny.gov/sites/default/files/assistant_attorney_general_compensation.pdf

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: **OGC_NYC_AGC_3922**

To ensure consideration, applications must be received by close of business on December 4, 2026.

Applicants must 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 for 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