



Division of Social Justice

Social Justice Fellowship – Volunteer Assistant Attorney General

Reference No. DSJ_NYC/ALB_FEL

The Office of the New York State Attorney General's Division of Social Justice is offering a one (1) year law graduate fellowship with placement in the Manhattan and Albany offices (see the bureau descriptions for details). The Social Justice Fellowship is uncompensated. Post-graduate law students with law school funding, public interest fellowships, as well as those candidates who may not have outside funding, are encouraged to apply.

Social Justice Fellows will be placed in one of the Division's six (6) bureaus designated as a Volunteer Assistant Attorney General.* Fellow(s) will have the opportunity to work with experienced attorneys to gain hands-on legal experience assisting with all aspects of the Bureau's work including investigations, litigation, public education and community outreach. Applicants should indicate their bureau and location preferences in their cover letters. Location preferences will be honored; however, bureau assignment may ultimately be based upon the needs of the Division.

The following is a description for each of the bureaus in the Division of Social Justice:

Charities Bureau: The Charities Bureau is responsible for protecting donors and beneficiaries of charitable organizations from unscrupulous practices in the solicitation and management of charitable assets, ensuring that their funds and other property devoted to charitable purposes are properly used, and protecting the public interest in charitable gifts and bequests contained in wills and trust agreements. ***Placement is available in the Manhattan and Albany offices.***

Civil Rights Bureau: The Civil Rights Bureau works to promote equal justice under law and seeks to enforce the civil rights of all New Yorkers. Using federal, state, and local civil rights laws, the Bureau enforces laws that protect all New Yorkers from discrimination on the basis of race, color, national origin, sex, religion, age, marital status, sexual orientation, gender identity, military status, source of income or disability. ***Placement is available only in the Manhattan office.***

Environmental Protection Bureau: The Environmental Protection Bureau plays a central role in protecting New York's environment and public health, vigorously enforcing both state and federal environmental laws. The Bureau tackles a wide range of critical issues such as climate change, nuclear power plant safety, air and water pollution, energy efficiency, hazardous waste, and promoting safe and healthy communities. ***Placement is available in the Manhattan and Albany offices.***

Health Care Bureau: The Health Care Bureau safeguards the rights of health care consumers statewide through investigation of and enforcement actions against insurers, providers, drug companies and other individuals and entities that engage in fraudulent, misleading, deceptive, or illegal practices in the health care market. The Bureau also advocates for the rights of health care consumers and their ability to access quality, affordable care. ***Placement is available only in the Manhattan office.***

Labor Bureau: The Labor Bureau is charged with defending labor standards in low-wage industries by aggressively enforcing the laws protecting low-wage workers. The Bureau investigates violations of minimum wage,

overtime, prevailing wage, and other basic labor laws; brings civil and criminal prosecutions against employers violating these laws; and represents the NYS Department of Labor in its enforcement of labor laws. ***Placement is available only in the Manhattan office.***

Tobacco Compliance Bureau: The Tobacco Compliance Bureau is responsible for enforcing and monitoring compliance with the Tobacco Master Settlement Agreement signed in 1998 by major tobacco companies and 52 Attorneys General. The Bureau is also responsible for the enforcement of state and federal laws, such as the Cigarette Contraband Trafficking Act, the Jenkins Act, and the requirement that cigarettes be fire-safe. ***Placement is available only in the Manhattan office.***

For more information on these bureaus, please visit the following page: <http://www.ag.ny.gov/bureaus>.

We are seeking candidates who have excellent legal writing and analytical skills as well as organizational skills. Fluency in other languages is a plus, but not required. Strong candidates will be able to demonstrate a commitment to social justice and public service.

Applicants must either (1) be admitted to the New York State bar; (2) be awaiting admission to the New York State bar; (3) be awaiting New York State bar exam results; or (4) be preparing to sit for the next scheduled New York State bar exam.

A Volunteer AAG has the opportunity to function as an AAG and, therefore, is vetted and approved as if an AAG. Applicants must reside in (or intend to soon become a resident of) New York State. In addition, the Public Officers Law requires that AAGs in the Office be citizens of the United States. Accordingly, *Volunteer AAG candidates who do not meet the citizenship and/or residency requirements will instead be designated "Volunteer Attorneys" and will function in the office as a law clerk as opposed to an AAG or Volunteer AAG.

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 this link: [DSJ NYC/ALB FEL](#); applicants will be taken to the online application page for this position.

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

- **Cover Letter** (*Include your preferred bureau placement and location; see the bureau descriptions for details.*)
- **Resume**
- **Writing Sample**
- **List of three (3) references with contact information and email addresses**
- **Law school transcript if less than five (5) years post-graduate (unofficial is acceptable)**

Please note: Failure to submit a complete application will delay the consideration of your application.

If you have questions about a position with the OAG, the application process or need assistance with submitting your application, please contact the Legal Recruitment Bureau via email at recruitment@ag.ny.gov or phone at 212-416-8080.

For more information about the OAG, please visit our website: www.ag.ny.gov.