LEGAL CAREERS

in New York State GOVERNMENT

TENTH EDITION

Prepared by the Government Law Center of Albany Law School

Authors

Prof. Patricia E. Salkin Daniel Gross, Esq. D'vora Koelling New York State Bar Association Continuing Legal Education publications are intended to provide current and accurate information to help attorneys maintain their professional competence. Publications are distributed with the understanding that NYSBA does not render any legal, accounting or other professional service. Attorneys using publications or orally conveyed information in dealing with a specific client's or their own legal matters should also research original sources of authority.

We consider the publication of any NYSBA practice book as the beginning of a dialogue with our readers. Periodic updates to this book will give us the opportunity to incorporate your suggestions regarding additions or corrections. Please send your comments to: CLE Publications Director, New York State Bar Association, One Elk Street, Albany, NY 12207.

Copyright 2012 by New York State Bar Association All rights reserved ISBN: 1-57969-351-2 Product Number: 41292

TABLE OF CONTENTS

| Foreword | | | | |
|---------------------------------|--|-----|--|--|
| Prefa | Preface | | | |
| Intro | oduction | хi | | |
| PAR | TI HOW TO EIND A LOD IN STATE COVEDNMENT | | | |
| | | | | |
| I. | Research | 1 2 | | |
| II. | | | | |
| III. Employment Classifications | | | | |
| IV. | Albany Law School's Government Field Placement Programs | 4 | | |
| V. | State Ethics Law Regarding Students | 4 | | |
| VI. | Conclusion | 5 | | |
| | | | | |
| PAR | T II EMPLOYMENT OPPORTUNITIES WITH NEW YORK STATE GOVERNMENT | | | |
| Adir | ondack Park Agency | 7 | | |
| | ng, Office for the | 8 | | |
| _ | culture and Markets, State Department of | 9 | | |
| _ | Alcoholism and Substance Abuse Services, Office of | | | |
| | Battery Park City Authority | | | |
| | Children and Family Services, Office of | | | |
| | City University of New York | | | |
| • | Service Department | 21 | | |
| | Comptroller, Office of the State | | | |
| | Correction, State Commission of | | | |
| Corr | Corrections and Community Supervision, Department of | | | |
| | Court Administration, Office of | | | |
| Crin | Criminal Justice Services, Division of | | | |
| | mitory Authority of the State of New York | 28 | | |
| Educ | cation Department, State | 29 | | |
| | Elections, State Board of | | | |
| Emp | ployee Relations, Governor's Office of | 30 | | |
| Ener | gy, Research and Development Authority, | | | |
| | York State | 33 | | |
| Envi | Environmental Conservation, New York State Department of | | | |
| Envi | Environmental Facilities Corporation, New York State | | | |

| Financial Services, Department of | 36 |
|---|----|
| General Services (OGS), Office of | 37 |
| Health, State Department of | 38 |
| Higher Education Services Corporation | 39 |
| Housing and Community Renewal, Division of | 40 |
| Hudson River Valley Greenway Communities Council | 41 |
| Human Rights, Division of | 42 |
| Inspector General, Office of | 43 |
| Insurance Fund, New York State | 44 |
| Joint Commission on Public Ethics | 45 |
| Labor, Department of | 46 |
| Law, Department of | 47 |
| Law Revision Commission, New York State | 55 |
| Liquor Authority, New York State | 56 |
| Lottery, Division of the | 57 |
| Medicaid Inspector General, Office of the | 58 |
| Mental Health, Office of | 59 |
| Military and Naval Affairs, State of New York Division of | 60 |
| Motor Vehicles, Department of | 61 |
| Parks, Recreation and Historic Preservation, Office of | 62 |
| People with Developmental Disabilities, Office for | 63 |
| Police, New York State | 65 |
| Power Authority, New York | 66 |
| Prevention of Domestic Violence, New York State Office | |
| for the | 66 |
| Public Employment Relations Board | 67 |
| Public Service, Department of | 69 |
| Quality of Care and Advocacy for Persons with Disabilities, | |
| Commission on | 70 |
| Racing and Wagering Board, State | 71 |
| State, Department of | 72 |
| State University Construction Fund | 73 |
| State University of New York | 73 |
| Tax Appeals, Division of/Tax Appeals Tribunal | 75 |
| Taxation and Finance, Department of | 76 |
| Temporary and Disability Assistance, Office of | 78 |
| Thruway Authority, New York State | 79 |

| Transportation, Department of | | | | |
|--|--|------------|--|--|
| Urban Development Corporation, New York State (d/b/a Empire State Development) | | | | |
| | (d/b/a Empire State Development) | | | |
| | Victim Services, Office of | | | |
| | Waterfront Commission of New York Harbor | | | |
| Welfar | Welfare Inspector General, New York State Office of the | | | |
| Workers' Compensation Board | | | | |
| Other State Agencies, Authorities and Departments | | | | |
| PART | III EMPLOYMENT OPPORTUNITIES WITH THE | | | |
| | NEW YORK STATE LEGISLATURE | | | |
| | ntroduction | 91 | | |
| II. I | nternships | 92 | | |
| | Personal Contacts | 92 | | |
| IV. (| Other Sources of Information | 93 | | |
| Counsel to the New York State Assembly Majority | | | | |
| Counsel to the New York State Assembly Minority | | | | |
| Counsel to the New York State Senate Majority | | | | |
| Counsel to the New York State Senate Minority | | | | |
| Legisla | Legislative Bill Drafting Commission | | | |
| PART | IV EMPLOYMENT OPPORTUNITIES WITH THE | | | |
| | NEW YORK STATE COURT SYSTEM | | | |
| | Office of Court Administration | 101 | | |
| II. J | udicial Clerkships | 102 | | |
| PART | V EMPLOYMENT OPPORTUNITIES WITH | | | |
| | NEW YORK MUNICIPAL GOVERNMENTS AND OTHER GOVERNMENT OFFICES | | | |
| Office | of the County Attorney | 105 | | |
| | y Attorney Offices | 107 | | |
| | y District Attorney | 115 | | |
| | • | 116 | | |
| | y District Attorney's Offices | 126 | | |
| | County Public Defenders | | | |
| | y Public Defender's Offices | 128 142 | | |
| Statewise Defender Offices | | | | |
| City Attorney or City Corporation Counsel | | | | |
| City Attorney's and Corporation Counsel Offices | | | | |

APPENDIXES

| Appendix A: | Civil Service Announcement and Application | 153 | | |
|-------------------|--|-----|--|--|
| Appendix B: | New York State Assembly Graduate | | | |
| | Internship Information and Application | 161 | | |
| Appendix C: | New York State Senate Graduate/Post-Graduate | | | |
| | Fellowship Information and Application | 169 | | |
| Appendix D: | New York Ethics Laws and Regulations | 173 | | |
| Appendix E: | New York State Unified Court System | | | |
| | Legal Fellows Program | 341 | | |
| Appendix F: | The Commercial Division of the Supreme Court | | | |
| | of New York Clerkship Program | 345 | | |
| ABOUT THE AUTHORS | | | | |
| ABOUT THE AUTHORS | | | | |

ABOUT THE AUTHORS PROF. PATRICIA E. SALKIN

Patricia E. Salkin is Associate Dean and Director of the Government Law Center of Albany Law School and the Raymond & Ella Smith Distinguished Professor of Law. She teaches land use law, government ethics, current legal issues in government and Chinese Law at Albany Law School, and planning ethics at the University at Albany. Dean Salkin has worked in the legislative and executive branches of New York State government, as well as for the U.S. House of Representatives. She is a past chair of the Municipal Law Section of the New York State Bar Association, and she is a founding member and the past chair of the Association's Committee on Attorneys in Public Service. She is a former chair of the American Bar Association State and Local Government Law Section, and is a Fellow of the State Academy for Public Administration, the New York State Bar Association and the American Bar Association.

DANIEL GROSS, ESQ.

Daniel Gross is a 2011 magna cum laude graduate of Albany Law School. During his time at the law school, he was a member of the editorial board for the Albany Law Review. He is an Associate Editor for The Municipal Lawyer, and has authored several articles on a variety of legal topics. Mr. Gross currently holds a Fellowship in Government Law and Policy at the Government Law Center of Albany Law School, where he conducts legal research and writes studies and reports on a broad range of government law and policy issues including municipal law issues, government ethics, land use, and environmental law. He is a regular contributor to the Government Law Center's blog on Government Reform, available at www.governmentreform.wordpress.com.

D'VORA KOELLING

D'vora Koelling is the Administrative Assistant at the Government Law Center of Albany Law School. Ms. Koelling received her B.F.A. from Rhode Island School of Design in 1998 and was the 1998 recipient of the Florence Leif Award.