

New York City Law Department
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 Hiring Attorney: **Mr. Stuart Smith**
 Address Inquiries To:
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Director of Legal Recruitment
New York City Law Department
100 Church Street
New York, NY 10007
212-788-1687 recruitment@law.nyc.gov

Total # offices: **1** Org size range: **701+**
 NALP member? **Y** Office size range: **501-700**
 Total attys in this office: **678**

PRIMARY PRACTICE AREAS:	% of Practice
Tort	30
Federal Court Litigation	15
Juvenile Prosecution	14
Employment, Employment Discrimination	7
Commercial and Real Estate Litigation	6
Appellate	6
Eminent Domain, Certiorari, Bankruptcy	6
Municipal Finance, Legislation, Procurem	6
Environmental, Economic Development	5
Administrative	2
Workers' Compensation	2

NATURE OF WORK:
 Trial Work Legal Research Legislative Advocacy
 Case Referrals Appellate Work Public Outreach
 Other (explain): **The Law Department represents the City in affirmative and defensive litigation in Federal and State Court. The Department is also responsible for the prosecution of juvenile crime.**

COMPENSATION & EMPLOYMENT DATA:

	2009 Compensation	BEGAN WORK IN		EXPECTED
		2007	2008	2009
Lawyers				
Experienced		47	24	10
Entry-level	57,358 /yr	62	58	27
Summer				
Post-3Ls	500 \$/wk	0	0	0
2Ls	500 \$/wk	40	31	25
1Ls	500 \$/wk	13	19	25
Semester Interns		100	100	100

2008 entry-level attys who were former interns: **29**
 # 2008 2Ls considered for attorney offers: **31** # offers made: **28**
 Prefer significant prior experience in area? **N**
 For atty hires, require: Bar Admission? **Y**
 Prior practice experience? **N** If yes, # years:
 U.S. citizenship required? **N**
 Hiring Criteria: **Have preference for litigation experience, including moot court, trial advocacy, litigation externships and clinics, and demonstrable commitment to public interest/public sector work.**

Split summers allowed? **N** If yes, minimum weeks:
 1Ls considered for interns? **Y**
 What % of legal staff has been with the organization:
 less than 2 years? **25** 2-5 years? **27**
 6-10 years? **13** more than 10 years? **35**

CLERKSHIP/CREDIT/SUPPLEMENTAL

Do you have a Loan Repayment Assistance Program (LRAP)? **N**
 Describe:
 Judicial clerkship bonus? **N**
 Comp./prog. credit for judicial clerkship? **Y**
 Comp./prog. credit for other adv. degrees? **CBC**
 Other compensation comments:

WORK/LIFE INFORMATION:

Avg. Weekly hours per attorney: Usual scheduled working day:
 Part-time allowed? **Y** Part-time avail.to entry-level? **Y**
 # p-t staff attys. **0** (m) **19** (w) supv attys **1** (m) **6** (w)
 Elig. for alt. work sched. determined by: **Departmental Needs**
 Paid non-medical parental leave? **CBC**
 Comments:

TRAINING AND PROFESSIONAL DEVELOPMENT:

Coaching/mentoring program? **Y**
 Evaluations: **Annual** Upward reviews? **N**
 Rotation for jr. attorneys between departments/practice groups? **N**
 Is rotation mandatory? **N**

BENEFITS: see www.nalpdirectory.com

DEMOGRAPHIC INFORMATION - CURRENT YEAR 2009

As of Feb. 1, 2009	Supervising Attys	Staff Attys	Summ 2008 Interns	
Hispanic/Latino	Men	5	10	1
	Women	12	8	3
White	Men	157	94	13
	Women	171	115	21
Black/African American	Men	3	15	2
	Women	19	29	7
Nat. Hawaiian/ Other Pacific Is.	Men	NC	NC	NC
	Women	NC	NC	NC
Asian	Men	2	9	1
	Women	10	19	2
Amer. Indian/ Alaska Native	Men	0	0	0
	Women	0	0	0
2 or More Races	Men	NC	NC	NC
	Women	NC	NC	NC
TOTAL	Men	167	128	17
	Women	212	171	33
TOTAL NUMBER		379	299	50
Disabled	Men	2	3	0
	Women	4	1	0
Openly GLBT	Men	11	19	NC
	Women	6	6	NC

(See www.nalpdirectory.com for historical comparisons.)

Representative position titles and levels (e.g., Attorney-Advisor, GS-13)
 Supervising Attorney: **Exec. Div. Chief, Dep. Chief, Senior Counsel**
 Staff Attorney: **Assistant Corporation Counsel**
 Summer Interns: **Summer Graduate Intern**

DIVERSITY RECRUITMENT & RETENTION EFFORTS:

Activities to increase the presence and retention of under-represented groups:
 Minority job fairs Bar sponsored programs
 Outreach to law student groups Org/agency diversity committee
 Directed mentoring efforts Rec. at schools w/large min. pop.
 Comments: **The Law Department hosts an annual diversity reception in the Fall for current law students and recent law graduates.**

CAMPUS INTERVIEWS for past year (see full list online):

schools visited in 2008 : **40** # job fairs/consortia attended in 2008 : **6**

HONORS PROGRAMS:

Do you offer a post-graduate honors program? **N**
 Describe:

APPLICATION PROCESS:

	Summer	Atty
Date applications first accepted:	08/01/2009	08/01/2009
Deadline for applications:		
Date offers are made:		
Avg. length of hiring process (mos.):		
When after 12/1 should 1Ls apply?	12/1/09	

NARRATIVE: Tracing its roots back to 1683, the Law Department represents the City in all affirmative and defensive civil litigation, as well as in the criminal prosecution of juveniles. The Department also provides legal advice to the Mayor's office and City agencies.

PRACTICE AREAS: For a complete description of our 17 divisions, please visit our web site: www.nyc.gov/law.

HIRING: Each year, the Law Department hires about 50 entry attorneys with the majority assigned to our Tort or Family Court divisions.

TRAINING: New attorneys participate in a weeklong orientation program. Attorneys in litigating divisions receive additional training during their first year, including a weeklong trial advocacy program. The Department has an on-going professional development program and is an accredited CLE provider. SUMMER HONORS PROGRAM: The Department hires approx. 50 interns for a 9-week program. Interns are paid \$500/week with free housing made available to out-of-town interns.

NALP is committed to helping make the legal profession accessible to all individuals on a non-discriminatory basis. NALP is opposed to discrimination based upon actual or perceived gender, age, race, color, religion, creed, national or ethnic origin, disability, sexual orientation, gender identity and expression, genetic information, parental, marital, domestic partner, civil union, military, or veteran status.