

**NEW YORK, NY**

**CITY OF NEW YORK**

**New York City Law Department**  
**100 Church Street, New York, NY 10007**  
**Ph: 212-788-1687, Fax: 212-227-6177, www.nyc.gov/law**  
 Hiring Attorney: **Mr. Stuart Smith**  
 Address Inquiries To:  
**Stuart D. Smith, Esq.**  
**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: **501-700**  
 NALP member? **Y**      Office size range: **501-700**  
 Total attys in this office: **651**

PRIMARY PRACTICE AREAS:	% of Practice
<b>Tort</b>	<b>30</b>
<b>Federal Court Litigation</b>	<b>15</b>
<b>Juvenile Prosecution</b>	<b>14</b>
<b>Employment, Employment Discrimination</b>	<b>7</b>
<b>Commercial and Real Estate Litigation</b>	<b>6</b>
<b>Appellate</b>	<b>6</b>
<b>Tax, Bankruptcy</b>	<b>6</b>
<b>Legislation, Muni. Finance, Procurement</b>	<b>6</b>
<b>Environmental, Economic Development</b>	<b>5</b>
<b>Administrative</b>	<b>2</b>
<b>Workers' Compensation</b>	<b>2</b>

**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 juveniles in all 5 boroughs.**

**COMPENSATION & EMPLOYMENT DATA:**

	2008 Compensation	BEGAN WORK IN		EXPECTED
		2006	2007	2008
<b>Lawyers</b>				
Experienced		<b>32</b>	<b>47</b>	<b>25</b>
Entry-level	<b>57,358 /yr</b>	<b>49</b>	<b>62</b>	<b>55</b>
<b>Summer</b>				
Post-3Ls	<b>500 \$/wk</b>	<b>0</b>	<b>0</b>	<b>0</b>
2Ls	<b>500 \$/wk</b>	<b>29</b>	<b>40</b>	<b>30</b>
1Ls	<b>500 \$/wk</b>	<b>20</b>	<b>13</b>	<b>15</b>
Semester Interns		<b>48</b>	<b>52</b>	<b>50</b>

# 2007 entry-level attys who were former interns: **15**  
 # 2007 2Ls considered for attorney offers: **40** # offers made: **37**  
 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: **Preference for top 1/3 of law school class and moot court, trial advocacy, clinic or journal experience. Demonstrable commitment to public interest/public sector work.**

Split summers allowed? **Y** If yes, minimum weeks: **8**  
 1Ls considered for interns? **Y**  
 What % of legal staff has been with the organization:  
 less than 2 years? **28**      2-5 years? **25**  
 6-10 years? **17**      more than 10 years? **31**

**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? **N**  
 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? **CBC**  
 # p-t staff attys. (m) **6** (w) **supv attys** (m) **17** (w)  
 Elig. for alt. work sched. determined by: **CBC**  
 Paid non-medical parental leave? **N**  
 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 2008**

As of Feb. 1, 2008	Supervising Attys	Staff Attys	Summ 2007 Interns	
Hispanic/Latino	Men	<b>1</b>	<b>12</b>	<b>4</b>
	Women	<b>10</b>	<b>11</b>	<b>3</b>
White	Men	<b>144</b>	<b>103</b>	<b>16</b>
	Women	<b>154</b>	<b>116</b>	<b>22</b>
Black/African American	Men	<b>4</b>	<b>12</b>	<b>1</b>
	Women	<b>15</b>	<b>24</b>	<b>1</b>
Nat. Hawaiian/ Other Pacific Is.	Men	<b>NC</b>	<b>NC</b>	<b>NC</b>
	Women	<b>NC</b>	<b>NC</b>	<b>NC</b>
Asian	Men	<b>1</b>	<b>10</b>	<b>1</b>
	Women	<b>5</b>	<b>26</b>	<b>5</b>
Amer. Indian/ Alaska Native	Men	<b>0</b>	<b>0</b>	<b>0</b>
	Women	<b>0</b>	<b>0</b>	<b>0</b>
2 or More Races	Men	<b>NC</b>	<b>NC</b>	<b>NC</b>
	Women	<b>NC</b>	<b>NC</b>	<b>NC</b>
TOTAL	Men	<b>150</b>	<b>138</b>	<b>22</b>
	Women	<b>185</b>	<b>178</b>	<b>31</b>
TOTAL NUMBER		<b>335</b>	<b>316</b>	<b>53</b>
Disabled	Men	<b>2</b>	<b>2</b>	<b>0</b>
	Women	<b>4</b>	<b>3</b>	<b>0</b>
Openly GLBT	Men	<b>12</b>	<b>17</b>	<b>4</b>
	Women	<b>7</b>	<b>5</b>	<b>0</b>

(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 2007 : **39**      # job fairs/consortia attended in 2007 : **6**

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

**APPLICATION PROCESS:**

	<b>Summer</b>	<b>Atty</b>
Date applications first accepted:	<b>08/01/2008</b>	<b>08/01/2008</b>
Deadline for applications:		
Date offers are made:		
Avg. length of hiring process (mos.):		
When after 12/1 should 1Ls apply?	<b>12/1/2008</b>	

**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 week-long orientation program. Attorneys in litigating divisions receive additional training during their first year, including a week-long trial advocacy program. The Department is an accredited CLE provider.**

**SUMMER HONORS PROGRAM: The Department hires approx. 55 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.