

NEW YORK, NY

CITY OF NEW YORK

New York City Law Department
100 Church Street, Room 6-110, 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, Room 6-110
New York, NY 10007
212-788-1687 stsmith@law.nyc.gov

Total no. offices: **1** Org size range: **501-700**
 NALP member? **Y** Office size range: **501-700**
 Total attys in this office: **634**

| PRIMARY PRACTICE AREAS: | % of Practice |
|---|---------------|
| Tort, Toxic Tort, Medical | 32 |
| Juvenile Prosecution | 13 |
| Federal Court Litigation | 7 |
| Commercial and Real Estate Lit. | 6 |
| Tax, Bankruptcy | 6 |
| Employment, Employment Discrimination, | 6 |
| Legislation, Municipal Finance, Leg. Coun: | 5 |
| Appellate | 6 |
| Environmental, Economic Dev. | 5 |
| Administrative | 4 |
| 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 juvenile prosecution in all 5 boroughs.**

COMPENSATION & EMPLOYMENT DATA:

| Lawyers | 2006 | | BEGAN WORK IN | | EXPECTED |
|------------------|-------------------|--|---------------|-----------|-----------|
| | Compensation | | 2004 | 2005 | 2006 |
| Experienced | | | 38 | 19 | 20 |
| Entry-level | 57,359 /yr | | 61 | 50 | 40 |
| Summer | | | | | |
| Post-3Ls | 500 \$/wk | | | | |
| 2Ls | 500 \$/wk | | 39 | 35 | |
| 1Ls | 500 \$/wk | | 13 | 19 | |
| Semester interns | | | | | |

2005 entry-level attys who were former interns: **25**
 # 2005 2Ls considered for attorney offers: **35** # offers made: **31**
 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, clinical or journal experience. 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? **26**
 6-10 years? **15** more than 10 years? **34**

CLERKSHIP/CREDIT/SUPPLEMENTAL COMPENSATION:
 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? **CBC** Part-time avail. to entry-level? **CBC**
p-t staff attys. 1 (m) 24 (w) supv attys 0 (m) 14 (w)
 Elig. for alt. work sched. determined by:
 Paid non-medical parental leave? **N**
 Comments:

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

BENEFITS: see www.nalpdirectory.com

DEMOGRAPHIC INFORMATION - CURRENT YEAR 2006

| As of Feb. 1, 2006 | | Supervising Attys | Staff Attys | Summ 2005 Interns |
|---------------------|-------|-------------------|-------------|-------------------|
| Men | | 144 | 130 | 23 |
| Women | | 181 | 179 | 33 |
| TOTALS | | 325 | 309 | 56 |
| Black | Men | 4 | 9 | 0 |
| | Women | 17 | 25 | 5 |
| Hispanic | Men | 1 | 4 | 2 |
| | Women | 11 | 13 | 4 |
| Amer. Ind./ Alaskan | Men | 0 | 0 | 0 |
| | Women | 0 | 0 | 0 |
| Asian & Pac. Isl. | Men | 1 | 5 | 4 |
| | Women | 5 | 15 | 2 |
| Multi-racial | Men | 0 | 0 | 0 |
| | Women | 1 | 0 | 0 |
| Disabled | Men | 2 | 1 | 0 |
| | Women | 3 | 4 | 0 |
| Openly GLBT | Men | 4 | 19 | 4 |
| | Women | 8 | 6 | 2 |

(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: **Assisant 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 also hosts an annual diversity reception for current law students and recent graduates.**

CAMPUS INTERVIEWS for past year (see full list online):
 # schools visited in 2005: **34** # job fairs/consortia attended in 2005: **12**

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

| APPLICATION PROCESS: | Summer | Atty |
|---------------------------------------|-------------------|-------------------|
| Date applications first accepted: | 08/15/2006 | 08/15/2006 |
| Deadline for applications: | | |
| Date offers are made: | | |
| Avg. length of hiring process (mos.): | | |
| When after 12/1 should 1Ls apply? | 1/1/07 | |

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

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

HIRING: Each year, the Department hires approx. 50 entry attorneys with a 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 throughout their first year, including a week-long trial advocacy program. The Department is also an accredited CLE provider.

SUMMER HONORS PROGRAM: The Department hires 60 interns for a nine week paid program. Interns draft briefs and motion papers, conduct depositions, interview witnesses and conduct legal research. Activities include meeting city officials and taking field trips to City facilities. Interns are paid \$500 per week, with free housing for eligible out-of-town students.

UNPAID INTERNSHIPS: The Department welcomes 20-30 interns and clinic students each semester during the school year.

NALP is fundamentally committed to helping make the legal profession accessible to all individuals on a non-discriminatory basis. NALP is strongly opposed to discrimination which is based upon gender, age, race, color, religious creed, national origin, disability, marital, parental, or veteran status, sexual orientation, or the prejudice of clients related to such matters.