



# Letitia James

## Public Advocate for the City of New York

**Position:** Legal Internship  
**Location:** 1 Centre Street, New York, NY  
**Salary:** Unpaid  
**Program Start Date:** Rolling

**Contact:** Amanda Masters  
amasters@pubadvocate.nyc.gov

**Application Deadline:** Rolling

### Overview

Letitia James is the Public Advocate for the City of New York, the second highest ranking elected office in the City. As Public Advocate, she serves as a direct link between New Yorkers and their government, acts as a watchdog over City agencies, and investigates complaints about City services.

### Position Description

The Legal Unit of the Public Advocate's Office works directly with the Constituent Services Unit to identify patterns of misconduct that may be the subject of litigation. It also works closely with the Policy Unit to craft legislative fixes to problems that cannot be addressed through the courts. Some examples of the litigation the Office has been engaged in include: a lawsuit challenging charter school co-locations in public school buildings, Fair Housing Act litigation challenging the Department of Buildings' failure to ensure compliance with accessibility laws, and a petition to unseal the grand jury minutes in a case involving the death of a civilian at the hands of the police on Staten Island. The legal intern will conduct research, draft memoranda, interview potential litigants, and conduct fact research into potential claims. Interns will also have the opportunity to gain experience working directly with constituents. Along with the assignments, a variety of "Lunch and Learn" seminars and visits to other government offices may be scheduled.

### Preferred Qualifications:

- Excellent research and writing skills
- Experience with diverse and low-income populations
- Ability to work independently and with a team in a fast-paced environment
- Great sense of humor

Interested applicants should send their most recent resume and cover letter to Amanda Masters at [amasters@pubadvocate.nyc.gov](mailto:amasters@pubadvocate.nyc.gov)