The New York State Office of the Attorney General is seeking experienced candidates for a Senior Investigative Analyst (SIA) and several Investigative Analyst (IA) positions in the Law Enforcement Misconduct Investigative Office (LEMIO) in New York City, Albany and Buffalo. LEMIO is a first-of-its-kind statewide oversight body charged with identifying and addressing systemic police misconduct. LEMIO seeks to improve the effectiveness of law enforcement, promote public safety, protect the civil rights and liberties of New Yorkers, as well as enhance transparency and strengthen public trust in the criminal justice system.

The Office was created by the New York State Legislature in June of 2020 in the wake of the killing of George Floyd and its implementing legislation went into effect April 2021. The Legislature’s intent was to create a “strong, independent office” which would improve the current police oversight structure “by providing broad jurisdiction, independence, and extra scrutiny where existing systems may be failing.”

LEMIO has a broad mandate to investigate “allegations of corruption, fraud, use of excessive force, criminal activity, conflicts of interest or abuse” as well as patterns and practices of police misconduct. LEMIO will be responsible for investigating complaints, examining departmental policies and procedures, and making recommendations for reform, including disciplinary action.

**Senior Investigative Analyst**
**New York City or Buffalo**
**Reference No. LEM_SIA_6231**
**Salary is $81,047 + $3,026 in location pay (NYC only)**

The SIA will help to manage a team of Investigative Analysts located around New York State and partner with LEMIO’s attorneys to facilitate investigations. The SIA will report to the Chief of LEMIO. SIA applicants who are located in New York City are strongly preferred. However, well-qualified applicants who are located in Buffalo will also be considered.

The duties of the SIA will include but are not limited to the following:

- Supervising a team of Investigative Analysts, including managing performance issues and providing coaching and guidance as needed;
- Developing trainings and team protocols and promoting a consistent approach to investigations;
- Managing a caseload of active investigations, both independently and in coordination with LEMIO attorneys;
- Developing, reviewing, and editing investigative plans;
- Completing field work, including canvassing for witnesses, scheduling and conducting witness interviews, and traveling to where misconduct may have occurred to obtain evidence such as photos, measurements and video and audio footage;
- Reviewing, analyzing and synthesizing evidence such as police documents, medical records, audio and video files, etc.;
- Preparing, reviewing, and editing written investigative reports;
- Assisting with other investigative and case-related work such as drafting subpoenas, requests for materials, and completing other writing and research assignments as needed;
- Discussing investigative findings and recommendations with supervisors and LEMIO attorneys;
- Documenting all work in record-keeping systems; and
- Providing support for stakeholder outreach and other activities as needed.
Applicants for the SIA position must have the follow qualifications:

- A bachelor’s degree, ideally in criminal justice or another relevant field, and at least five (5) years of work experience in an investigative capacity demonstrating an increasing scope of responsibility and complexity are required;
- Applicants must have at least (3) years of experience managing staff, prior experience supervising investigative analysts or paralegals in a law enforcement or government agency is strongly preferred;
- Availability for regular travel in New York State, a valid New York State Driver’s License and the ability to operate a motor vehicle are required;
- Strong interpersonal skills, including demonstrated experience interviewing witnesses about complex and/or sensitive topics, including working with and/or engaging people from historically marginalized communities;
- Proactive with strong writing, reasoning and organization skills;
- Able to effectively contribute to a team and work independently, including self-managing deadlines/priorities;
- Sound judgement with the ability to handle confidential information with sensitivity and discretion;
- Comfort using technology, including proficiency with Microsoft Word, Excel and social media;
- Prior experience using law enforcement, legal research and eDiscovery databases/platforms; and
- Proficiency in other languages, in addition to English, is also a plus.

Investigative Analyst
New York City, Albany or Buffalo
Reference No. LEM_NYC_IA_6232, LEM_BUF_IA_6233 and LEM_BUF_IA_6234
Salary is $62,517 + $3,026 in location pay (NYC only)

Three (3) IA positions are available, and these are located in New York City, Buffalo and Albany. The IA positions will report to the Senior Investigative Analyst.

The IA will be responsible for completing investigative assignments in support of LEMIO’s work, including but not limited to the following:

- Managing a caseload of active investigations, both independently and in coordination with LEMIO attorneys;
- Reviewing intakes to identify complaints and allegations of police misconduct, including identifying patterns and making recommendations to escalate/prioritize matters;
- Developing investigative plans;
- Completing field work, including canvassing for witnesses, scheduling and conducting witness interviews, and traveling to where misconduct may have occurred to obtain evidence such as photos, measurements and video and audio footage;
- Reviewing, analyzing and synthesizing evidence such as police documents, medical records, audio and video files, etc.;
- Preparing written investigative reports and summarizing the facts accurately and succinctly;
- Assisting with other investigative and case-related work such as drafting subpoenas, requests for materials, and completing other writing and research assignments as needed;
- Discussing investigative findings and recommendations with supervisors and LEMIO attorneys;
- Documenting all work in record-keeping systems; and
- Providing support for stakeholder outreach and other activities as needed.

Applicants for the IA position must have the follow qualifications:

- A bachelor’s degree and at least three (3) years of relevant work experience in an investigative capacity are required;
- Availability for regular travel in assigned region, a valid New York State Driver’s License and the ability to operate a motor vehicle are also required;
- Applicants with experience investigating police misconduct, using law enforcement databases to complete research and a knowledge of policing practices and procedures and applicable laws and regulations are strongly encouraged to apply;
Strong interpersonal skills, including demonstrated experience interviewing witnesses about complex and/or sensitive topics, including working with and/or engaging people from historically marginalized communities;

Proactive and detail-oriented with strong writing, reasoning and organization skills;

Able to work well independently and effectively contribute to a team, including self-managing deadlines/priorities;

Sound judgement with the ability to handle confidential information with sensitivity and discretion;

Comfort using technology, including proficiency with Microsoft Word, Excel and searching social media; and

Proficiency in other languages, in addition to English, is a plus.

As an employee of the OAG, you will join a team of dedicated individuals who work to serve the people of our State through a wide variety of occupations. We offer a comprehensive New York State benefits package, including paid leave, health, dental, vision and retirement benefits, and family-friendly policies. Additionally, the OAG offers a robust Workplace Flexibilities Program with multiple options for employees, including telecommuting (up to two days per week) and alternative work schedules.

Per Office of the Attorney General policy, confirmation of vaccination status is a condition of employment for this position. If you are not fully vaccinated, you may be required to provide regular negative COVID-19 PCR test results at a frequency determined by the agency. The agency will consider religious and reasonable accommodations. For more information, please contact recruitment@ag.ny.gov.

Candidates from diverse backgrounds are encouraged to apply.
The OAG is an equal opportunity employer and is committed to workplace diversity.

HOW TO APPLY
Applications are being received online. To apply, please visit www.ag.ny.gov/job-postings

To ensure consideration, applications must be received by close of business on November 4, 2022.

Applicants must be prepared to submit a complete application consisting of the following:

- **Cover Letter**
  - You may address to the Legal Recruitment Unit.
  - Indicate why you are interested in a position with LEMIO and what makes you a strong candidate.
  - For the Senior Investigative Analyst position, please indicate your location preference: New York City or Buffalo.

- **Resume**

- **Writing Sample**

- **List of three (3) references**
  - Only submit professional references, supervisory references are preferred.
  - Indicate the nature and duration of your relationship to each reference.
  - Include contact information and email addresses for each reference.
  - Please note, your references will not be contacted until after you interview for the position.

If you have questions regarding a position with the OAG and the application process or need assistance with submitting your application, please contact Legal Recruitment via email at recruitment@ag.ny.gov or phone at 212-416-8080.

For more information about the OAG, please visit our website: ag.ny.gov