

City of New York
CIVILIAN COMPLAINT REVIEW BOARD
Job Vacancy Notice

Civil Service Title: Executive Agency Counsel	Level: M1	
Title Code No: 95005	Salary: M1 - range \$49,492.00 -\$136,198.00 Commensurate with experience	
Office Title: Attorney	Work location: 40 Rector Street, 2nd Floor New York, NY 10006	
Division/Work Unit: Civilian Complaint Review Bd	Number of Positions: 1	
Hours/Shift: 35 hours per week, Monday thru Friday		
Job Description		
<p>The Civilian Complaint Review Board (CCRB) is charged with investigating and mediating complaints members of the public file against New York City police officers involving the use of force, abuse of authority, discourtesy or offensive language. The largest police oversight agency in the United States, the CCRB currently receives more than 7,500 complaints each year. The board's 129-member investigative staff, composed entirely of civilian employees, conducts the agency's investigations. Additional information concerning the CCRB is available at www.nyc.gov/ccrb.</p> <p>The CCRB's Investigations Division is currently comprised of eight teams, each consisting of line investigators, supervisors, and a manager. The CCRB seeks to hire an attorney, to, among other duties, provide legal review of investigations before investigative case files are submitted to the board for closure. Additionally, the attorney will assist in the training of investigators and supervisors and identify policing issues or practices that could be corrected through board policy recommendations. The attorney will also be assigned special legal projects, liaison with representatives of the New York City Police Department and will assist the Department's advocates in prosecution of certain CCRB cases.</p>		
Qualification Requirements		
<p>Admission to the New York State Bar; and four years of recent full-time responsible, relevant, satisfactory legal experience subsequent to admission to any bar, eighteen months of which must have been in the supervision of other attorneys, in an administrative, managerial or executive capacity, or performing highly complex and significant legal work. Incumbents must remain Members of the New York State Bar in good standing for the duration of this employment. NYC residency required within 90 days of appointment.</p>		
Essential Skills		
<p>Supervisory experience and relevant legal experience, including significant exposure to criminal justice, policing issues and knowledge of the New York City criminal justice system are preferred.</p>		
<p>To Apply: SEND RESUME AND COVER LETTER TO: (Indicate the JVN# on the resume and cover letter)</p> <p>Beth Thompson, Director of Personnel Civilian Complaint Review Board 40 Rector Street, 2nd Floor New York, NY 10006 - or - FAX to 212 676-6037 - or - by email with word attachments to ccrbjobs@ccrb.nyc.gov</p>		
Post Date: 10/20/2009	Post Until: 11/13/2009	JVN: 054-2010-006982

The City of New York is an Equal Opportunity Employer.