



An Equal Opportunity/Affirmative Action Employer  
**Announcement of Intention to Fill a Job Vacancy**

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**Associate Attorney, NS**

**Location: Albany or New York City**

**Business Unit: Health Bureau**

**Negotiating Unit: Management Confidential (MC)**

**Please note that a change in negotiating unit may affect your salary, insurance and other benefits.**

**Salary: \$105,500 - \$133,319 (salary commensurate with experience)**

**Positions located within the New York City metropolitan area, as well as Suffolk, Nassau, Rockland, and Westchester Counties, are also eligible to receive an additional \$3,026 annual downstate adjustment.**

**Appointment Status: This is an appointment to a position in the exempt jurisdictional class.**

**Appointment to this position is pending Governor Appointment's Office and Division of Budget approval.**

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The New York State Department of Financial Services seeks to build an equitable, more transparent and resilient financial system that benefits New Yorkers and supports business. Through engagement, data-driven regulation, and operational excellence, DFS is responsible for empowering consumers and protecting them from financial harm; ensuring the health and stability of the financial entities we regulate; and driving economic growth through responsible innovation.

The Department of Financial Services is seeking candidates for the position of Associate Attorney in Health Bureau within the Insurance Division. Duties include, but are not limited to, the following:

- Analyzes health insurance contract forms submitted for approval to DFS and evaluates for compliance with all applicable federal and state statutes, rules, and regulations;
- Works closely with the DFS Health Bureau's management team to assess current contract filing requirements, makes recommendations for improvements, and develops and updates model contract language;
- Prepares memoranda on legal or public policy issues identified in policy form submission or market conduct review and makes proper recommendations in Department position;
- Assists with continued implementation of the federal Affordable Care Act and No Surprises Act and federal regulations;
- Implements new legislation; drafts, reviews, analyzes and comments on legislative proposals, regulations, and circular letters; and demonstrates knowledge of the State Administrative Procedure Act (SAPA) requirements for rulemaking;
- Researches and prepares special reports;
- Trains and supervises staff within the legal section of the DFS Health Bureau;
- Coordinates with the New York State of Health (NYSOH) regarding the Qualified Health Plans offered through the NYSOH;
- Meets with representatives of the health insurance industry, trade groups, and other governmental agencies to discuss public policy, market and product issues, health programs and other initiatives, and explains or advocates for the Department;
- Participates in task forces/workgroups with the health insurance industry or other governmental agencies;
- Supervises and/or assists in the Health Bureau's handling of projects or the operations of health insurance programs; and

- Other duties as assigned.

### **Preferred Qualifications**

- Admission to the New York State Bar and four years of experience in the practice of law subsequent to admission to the Bar.
- Regulatory insurance and/or legislative experience preferred.
- Knowledge of federal or state insurance law.
- Experience in market conduct investigation or compliance, healthcare law, contract law and corporate law involving corporate mergers, dissolutions, and other corporate actions.

### **Appointment method:**

This is an appointment to a position in the exempt jurisdictional class. As such, the incumbent of this position would serve at the pleasure of the appointing authority.

**To Apply:** Interested qualified candidates must submit a resume and letter of interest **no later than February 8, 2023** to the email address listed below. Please include Box# **(Box AA-AC-00213)** in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Thomas Hurd  
Box AA-AC-00213  
New York State Department of Financial Services  
Office of Human Resources Management  
One Commerce Plaza, Suite 301  
Albany, NY 12257  
Email: NCE.Notifications@dfs.ny.gov  
Fax: (518) 402-5071

**All candidates that apply may not be scheduled for an interview**

### **Public Service Loan Forgiveness**

Employment with New York State qualifies an individual for Public Service Loan Forgiveness (PSLF). This program forgives the remaining balance on any Direct Student Loans after you have made 120 qualifying monthly payments while working full-time for a U.S. federal, state, local, or tribal government or not-for-profit organization. To learn more about the program and whether you would qualify, please visit: <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service>

### **AMERICANS WITH DISABILITIES ACT: REASONABLE ACCOMMODATIONS**

Under the Americans with Disabilities Act (ADA), the Department of Financial Services is required to provide reasonable accommodation for known physical or mental limitations of an otherwise qualified applicant with a disability if an accommodation would enable the applicant to perform the essential functions of the job. If the accommodation would constitute an undue hardship on the operations of the agency, the agency is not required to provide it.

***Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Office of Employee Relations at (518) 473-3130 or via email at [response@oer.ny.gov](mailto:response@oer.ny.gov).***