



David A. Paterson
Governor

STATE OF NEW YORK
EXECUTIVE DEPARTMENT
CONSUMER PROTECTION BOARD

Mindy A. Bockstein
Chairperson and Executive
Director

ANNOUNCEMENT: CONSUMER SCHOLARS/ FIELD PLACEMENT PROGRAM

NEW YORK STATE CONSUMER PROTECTION BOARD

The New York State Consumer Protection Board (CPB) is offering an internship opportunity in the Agency's Albany, New York office located at 5 Empire State Plaza, Albany, New York. The chosen candidate(s) for this position will contribute to the Board's mission of protecting, educating and representing consumers of New York State.

Specifications:

- **LOCATION:** 5 Empire State Plaza, Albany, NY, Suite 2101
- **EMPLOYMENT DURATION:** Summer/ Fall 2008
- **SCHEDULE:** 10 hours a week
- **POSITION:**

The Bureau of Legal Affairs and Policy Development is responsible for the Agency's legal functions. Under the supervision of the Deputy General Counsel, intern(s) will assist in enforcing New York State's Do Not Call Law. Such assistance will include contacting complainants, drafting pleadings and correspondence, and negotiating settlements. Intern(s) will also research and report on consumer issues, and aid in the revision of the Consumer Law Help Manual. Visit our website at www.nysconsumer.gov for more information.
- **REQUIRED SKILLS:** Prior office experience, computer knowledge and proficiency of Microsoft Word and PowerPoint, detail oriented and good writing and oral communication skills. Organized, prompt, energetic and goal oriented.
- **COMPENSATION:** School Credit
- **HOW TO APPLY:** Applications should include a resume, three (3) references, and a brief writing sample.

