

DISTRICT ATTORNEY'S OFFICE – ONEIDA COUNTY

Address:	Oneida County Office Building 800 Park Avenue 9 th Floor Utica, NY 13501
Telephone:	315-798-5766
Fax:	315-798-5582
Placement Supervisor(s):	Steven G. Cox, Assistant District Attorney
Email Address(s):	scox@ocgov.net
Time Requirements:	<u>Academic Year:</u> Average of 12 hours/week only. <u>Summer:</u> Average of 21 hours/week minimum.
Position Requirements:	Coursework in Criminal Law and related courses already taken or taken during externship. Prefer Mohawk Valley residents.
# of Externs per Academic Year:	1 or 2 per year
Summer Participation:	Yes
# of Externs per Summer:	2 - 3
Website:	http://www.ocgov.net/oneidacty/gov/dept/distatty/distattyindex.htm
Special Note(s):	N/A

The District Attorney's office is responsible for the prosecution of all crimes in Oneida County. The District Attorney and more than 20 Assistant District Attorneys cover County Courts, City Courts in Utica and Rome, and Justice Courts in 45 towns and villages.

Legal work in the District Attorney's office is divided among nine specialized bureaus: the Homicide, Felony, Narcotics, Appeals, Special Victims, DWI, Grand Jury, C.O.P.S., and Investigations units. The office also oversees coordinated policing efforts such as the multijurisdictional Child Advocacy Center, Oneida County Drug Task Force, and the ad hoc Arson Task Force.

Externs placed in the District Attorney's office will be assigned to the Appeals bureau and should be familiar with legal research and brief writing. Approximately fifty percent of the extern's time will be spent in research and writing. Externs will also be rotated to assignments in City Court, the Child Advocacy Center, and local courts as time allows. Students can expect to gain increasing levels of experience during the course of the year and should expect to participate in local court prosecutions before the end of the term.