

# CAREERS IN LAW AND GOVERNMENT

## *Governor's Office of General Counsel (OGC)*

### **Opportunities with the Governor's Office of General Counsel**

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- The Office of General Counsel (OGC) is one of the top legal enterprises in Pennsylvania, representing 35 executive and independent agencies across the Commonwealth. "OGC Main" refers to approximately 12 OGC attorneys plus the General Counsel who work closely with the governor and help coordinate the work of other lawyers working directly for state agencies. Other OGC attorneys work for a particular state agency. OGC manages the attorney hiring for most, but not all, state agencies.
- OGC is headquartered in Harrisburg, PA, but there are OGC attorneys working at regional offices throughout the Commonwealth (including Pittsburgh, Scranton, Philadelphia)
- Website: <http://www.ogc.pa.gov>

#### *Summer Student Opportunities with OGC*

- Each summer, OGC fills approximately 40 student positions in various Commonwealth agencies. Students can expect to perform full-time work that is typical of an entry-level OGC lawyer with an emphasis on legal research and writing. These internships are unpaid and last about 11 weeks.
- The internship program is open to students who have completed their first and/or second year of law school.
- Students may be able to complete an internship for course credit pursuant to the rules in the Widener Law Commonwealth [student handbook](#).
- OGC accepts applications for the summer internship program beginning in January and applicants may apply through Widener Law Commonwealth's [Simplicity](#) website. The deadline to apply typically is the end of January.
- [Link](#) for more information on interning with OGC

#### *Academic Year Opportunities with OGC*

- Students often may continue their summer work during the fall and spring semesters. Or, students may apply for an academic year internship by following the instructions below for post-graduate opportunities. Students seeking an academic year internship should make that clear in his or her cover letter.

## *Post-Graduate Opportunities with OGC*

- Those interested in a post-graduate career with OGC should submit a cover letter, resume, law school transcript, and writing sample to:  
Governor's Office of General Counsel  
Attention: Human Resources  
333 Market Street, 17<sup>th</sup> Floor  
Harrisburg, PA 17101
- Applications are accepted on a rolling basis. OGC does not advertise specific openings. Graduating students should apply within the semester of graduation. OGC keeps track of openings and matches candidates who have successfully completed the application and interview process with openings at the legal offices of agencies served by OGC. Applicants will stay in the applicant pool if there is not a suitable match at the time of completion of the application and interview process.
- A student internship/externship for OGC is not a prerequisite to applying for a post-graduate position with OGC. However, OGC looks to welcome back candidates who have successfully completed an OGC internship/externship for consideration for post-graduate employment.
- Applications are reviewed by members of a Hiring Committee that is made up of attorneys from different Commonwealth agencies. There is a multi-step process in hiring/placement for OGC attorneys.
  1. Submission of Credentials: Preliminary review of skills and qualifications
  2. Screening Interview: An initial interview with two OGC attorneys
  3. Hiring Committee Interview: An interview before the full Hiring Committee
  4. Agency Interview: Dependent on OGC needs; candidates interview with one of the OGC agency legal offices

## *Agencies Served by OGC*

OGC handles the student and post-graduate hiring for the following agencies:

- [Office of the Governor](#)
- [Office of Administration](#)
- [Department of Aging](#)
- [Department of Agriculture](#)
- [Department of Banking and Securities](#)
- [Office of the Budget](#)
- [Pennsylvania Commission on Crime and Delinquency](#)
- [Pennsylvania Housing Finance Agency](#)
- [Pennsylvania Infrastructure Investment Authority](#)
- [Office of Inspector General](#)
- [Insurance Department](#)
- [Department of Labor and Industry](#)
- [Department of Military and Veterans Affairs](#)
- [Pennsylvania Municipal Retirement System](#)

- [Department of Community and Economic Development](#)
- [Department of Conservation and Natural Resources](#)
- [Department of Corrections](#)
- [Department of Drug and Alcohol](#)
- [Department of Education](#)
- [Pennsylvania Emergency Management Agency](#)
- [Department of Environmental Protection](#)
- [Department of General Services](#)
- [Department of Health](#)
- [Higher Education Facilities Authority](#)
- [Pennsylvania Board of Probation and Parole](#)
- [Pennsylvania Historical and Museum Commission](#)
- [Department of Human Services](#)
- [Department of Revenue](#)
- [Department of State](#)
- [State Employees' Retirement System](#)
- [Pennsylvania State Police](#)
- [State Public School Building Authority](#)
- [State System of Higher Education](#)
- [Department of Transportation](#)

### **Opportunities Outside of the Office of General Counsel**

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OGC does not coordinate hiring for these independent agencies. Hiring information is provided through each agency.

- [Pennsylvania State Ethics Commission](#)
- [Pennsylvania School Employees' Retirement System](#)
- [Pennsylvania Municipal Retirement System](#)
- [Pennsylvania Higher Education Assistance Agency](#)
- [Pennsylvania Housing Finance Agency](#)
- [Pennsylvania Liquor Control Board](#)
- [Public Utility Commission](#)
- [Gaming Control Board](#)

OGC does not coordinate hiring for the Row Offices. Hiring information is provided through each office.

- [Office of Attorney General](#)
- [Department of the Auditor General](#)
- [Office of State Treasurer](#)

The William Penn Fellowship is an independent program that provides a two-year fellowship to work within the executive branch in Pennsylvania. Individuals who have a master's degree or higher (including a JD degree) are eligible to apply.

<https://www.pennfellowship.pa.gov/Pages/default.aspx>

## **Salary Range for Commonwealth Attorneys (Post-Graduate)**

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You can find the pay schedule for commonwealth attorneys on the Office of Administration's web page: <https://www.hrm.oa.pa.gov/org-mgmt/compensation/Pages/default.aspx>

### **Loan Forgiveness**

If you are employed by a government or not-for-profit organization, you may be able to receive student loan forgiveness under the [Public Service Loan Forgiveness Program](#).



**Widener University**  
Commonwealth Law School  
Law and Government Institute

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