

## **Conflicts Review Officer Volunteer Position Description**

Conflicts Review Officers (CROs) review grievances filed against disciplinary counsel and other lawyers employed by WSBA, Hearing Officers, Conflicts Review Officers and Conflicts Review Officers pro tempore, members of the Disciplinary Board, officers and members of the Board of Governors, and staff, attorneys and judicial officers of the Supreme Court.

**Position overview:** CROs conduct intake review of grievances as assigned, and determine whether to dismiss a grievance or refer it to a special disciplinary counsel for investigation. CROs work independently; no meetings or travel are required. Appointment is for a 3-year term. CROs may be reappointed for additional terms.

**Time commitment:** Unpredictable, depending on assignments; estimated 10-20 days per year in concentrated bursts.

**Requirements:**

- Must be active WSBA lawyer member.
- Must have prior experience as a Disciplinary Board member, disciplinary counsel, or special disciplinary counsel.
- Cannot have any other role in the WSBA discipline system during the term of appointment.

**Benefits:** This position allows members to participate in the licensed legal professional discipline system.

**Reimbursement policy:** This is an unpaid volunteer position. Expenses will be reimbursed.

**Selection and appointment process:** Candidates are vetted by the Disciplinary Selection Panel and nominations are forwarded to the WSBA Board of Governors and the Supreme Court, which makes the appointments.

**For further information:** See [www.wsba.org/for-legal-professionals/professional-discipline](http://www.wsba.org/for-legal-professionals/professional-discipline); contact Julie Shankland at [julies@wsba.org](mailto:julies@wsba.org).

**How to apply:** See instructions at [www.wsba.org/joincommittee](http://www.wsba.org/joincommittee). Questions about the application? Email [barleaders@wsba.org](mailto:barleaders@wsba.org).