

## **Editorial Advisory Committee Volunteer Position Description**

The Editorial Advisory Committee is the “think tank” behind WSBA’s official magazine, *NWLawyer*. Working closely with the editor, the Committee ensures that the content engages, excites, and informs readers.

**Position overview:** Committee members may be asked to

- identify possible articles,
- write and review articles,
- contact and refer potential authors,
- set editorial policy, and
- guide WSBA in relaying its own news.

Appointment is for a 2-year term. Members may apply for one additional 2-year term.

**Time commitment:** Members are expected to attend monthly one-hour meetings held at lunch time, usually mid-month. Other time commitments vary, as committee members will be asked to read and comment on articles, check with their networks to find attorney volunteers willing to write articles for the magazine and to work with writers and *NWLawyer* staff to finish articles, and brainstorm ideas for future subjects of interest to be covered in the magazine. Attending meetings in-person is optional, except for the annual half-day planning meeting.

**Requirements:** All active WSBA members are eligible to apply.

**Preferred qualifications and skills:** Any writing, editing or proofreading experience is welcome; willingness to do outreach to contact potential writers about article ideas.

**Benefits:** Members may gain editing experience, author articles, and expand their networks.

**Reimbursement policy:** This is an unpaid volunteer position. Travel expenses may be reimbursed per the WSBA Expense Reimbursement Policy.

**Selection and appointment process:** Applications are reviewed by a nominations team including the chair, staff liaison, and BOG liaison. Recommendations are made to the Board of Governors Nominations Committee, which makes the appointments.

**For further information:** See [www.wsba.org/Legal-Community/Committees-Boards-and-Other-Groups/editorial-advisory-committee](http://www.wsba.org/Legal-Community/Committees-Boards-and-Other-Groups/editorial-advisory-committee).

**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).