

## **Mandatory Continuing Legal Education Board Volunteer Position Description**

Licensed legal professionals in the state of Washington must continue their legal education throughout their careers in order to remain eligible to practice law. The Mandatory Continuing Legal Education (MCLE) Board plays a critical role in defining and determining compliance with the minimum education requirements. The MCLE Board is authorized by the Washington Supreme Court's Admission and Practice Rule (APR) 11 to oversee the compliance of members and sponsors with the MCLE education requirements. The MCLE Board consists of six WSBA members and one public member.

**Position overview:** The MCLE board:

- Considers MCLE policy issues;
- Rules on all petitions, appeals, and special requests submitted by licensed legal professionals, including requests for waiver and extension of time to meet minimum education requirements;
- Holds hearings on denied requests regarding member compliance;
- Audits CLE courses to ensure sponsor compliance with APR 11;
- Suggests amendments to APR 11 subject to review by the Board of Governors and approval by the Washington Supreme Court.

**Time commitment:** The Board meets 5 times a year. In addition to attending what are usually half-day meetings, members should expect to spend several hours reviewing materials prior to the meetings and may spend additional time auditing courses. Meetings are held at the WSBA office in Seattle. In-person attendance is preferred. Appointment to the Board is for a three-year term; two consecutive terms may be served.

**Requirements:**

- Applicants must be active WSBA members or members of the public
- Members must be able to access materials electronically
- Members will be required to sign a confidentiality agreement

**Preferred qualifications and skills:** Individuals with diverse backgrounds, teaching experience, and technology skills are encouraged to apply.

**Benefits:** Board members develop skills, gain leadership experience, and provide a public service.

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

**Selection and appointment process:** Candidates are vetted by the MCLE Board. Recommendations are provided to the WSBA Board of Governors for its information, and to the Supreme Court which makes the appointments.

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

**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).