

WSBA Young Lawyer Liaison to Administrative Law Section Volunteer Position Description

Deadline: June 22, 2020

The WSBA Young Lawyer Liaison (YLL) to Sections Program (Program) creates an opportunity for a WSBA section and new or young lawyers to focus on strengthening the connection between a specific section and the new and young lawyer community. In collaboration with the section, YLLs bring their perspective and connections to building educational programming, events, and other section activities tailored to new and young lawyers.

YLL Position Overview:

Responsibilities include:

- Be prepared to provide report on WYLC activities at each executive committee meeting
- Recruit new and young lawyers to join the section
- Collaborate with other executive committee members to plan social functions
- Collaborate with other executive committee members to plan CLE seminars
- Other responsibilities as YLL may choose

The YLL will serve as a voting member of the section's executive committee.

Time commitment:

- Appointment is for a two-year term, beginning October 1, 2020 and ending September 30, 2022.
- YLLs are expected to attend (in person or via video/conference call) the YLL orientation at the WSBA offices on September 21, 2020 from 8 a.m. to 10 a.m.
- Attend section executive committee meetings, and additional meetings as needed.
- There may be an estimated additional 3-5 hours of section work per month.

Requirements:

YLLs must meet the WSBA young lawyer criteria on the start date of their term (October 1, 2020). Active members of the WSBA shall be considered "young lawyers" until whichever occurs later:

- the last day of December of the year in which the member attains the age of 36, years, or
- until the last day of December of the fifth year after the year in which such member was first admitted to practice in any state.

While serving in this position, YLL section membership dues will be paid for by WSBA New Member Programs.

Preferred qualifications and skills:

- Dependability and accountability
- Collaboration and team work
- Problem-solving ability
- Experience volunteering with the section



- Experience developing new lawyer programs or benefits
- Connection to local Young Lawyers Division (YLD) or other new lawyer networks

Benefits:

- Helping shape new lawyer programming within WSBA sections
- Leadership development
- Networking
- Increased knowledge of and access to WSBA resources for new lawyers
- Membership to Administrative Law Section at no cost to the YLL

Reimbursement policy: This is an unpaid volunteer position. The section will reimburse the YLL's expenses for:

- Participating on the executive committee and in events on a case-by-case basis with prior approval of executive committee
- Traveling to the YLL orientation

Selection and appointment process: The section executive committee reviews applications and selects a preferred and alternate candidate for appointment to the YLL position. All YLL applicants will be notified of appointment decisions in August 2020.

How to apply: Log in to your myWSBA.org account and select the "Young Lawyer Liaison to Sections Application" link under the "Connect & Serve" heading on the left hand side to apply. Application deadline is June 22, 2020. Questions about the program or application? Email newmembers@wsba.org.