

WSBA Young Lawyer Liaison to Administrative Law Section Volunteer Position Description

Deadline: June 28, 2024 at 5:00 p.m.

The WSBA Young Lawyer Liaison (YLL) to Sections 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 lawyer members.

Position overview:

Responsibilities include:

- Write blog and/or web content per program volunteer position description
- Be prepared to provide report on Washington Young Lawyers Committee (WYLC) activities at each executive committee meeting
- Work with WSBA New Member Education program on behalf of the section
- Participate in section subcommittees
- Act as leader for specific projects & tasks that may come up throughout year

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, 2024, and ending September 30, 2026
- Liaisons are expected to attend the Liaison orientation held virtually on Thursday, September 26 at 10:30 AM.
- Attend section executive committee meetings, and additional meetings as needed.
- There is 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, 2024).

Active members of the Bar 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 jurisdiction.

While serving in this position, YLLs must be a member of the section (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' divisions (YLDs) 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

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 2024.

For more information: See <https://www.wsba.org/for-legal-professionals/new-members/wsba-young-lawyer-liaisons-to-sections>

How to apply: Visit the [WSBA Young Lawyer Liaisons to Sections webpage](#) to apply. The application deadline is June 28, 2024. Questions about the application? Email newmembers@wsba.org.