

2020

FCCA Membership and Recruitment Information



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FEDERAL COURT CLERKS ASSOCIATION

OFFICERS:

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President

Denise M. Lucks
President-Elect

Brian D. Karth
Past President

Karri A. Sandusky
Secretary

Julie Owens
Treasurer

Michael D. Cruz
Historian

BOARD OF DIRECTORS:

Christa K. Berry – 1st Circuit

Robin D. Tabora – 2nd Circuit

Patricia Hruschka – 3rd Circuit

Susan Calkins – 4th Circuit

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Steven L. Marshall – 6th Circuit

Nicole Fratto – 7th Circuit

Paige A. Wymore-Wynn –
8th Circuit

Terrence DeGrenier – 9th Circuit

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Cathi Jennings – 11th Circuit

Anne P. Stygles – DC Circuit

Thomas Bruton –
Clerks' Council Chair

Debra Lucas –
Deputy Clerks' Council Chair

PAST PRESIDENTS:

2017 Brian Karth

2015 Thomas Bruton

2012 Chuck Diard

2011 Patricia McNutt

2009 James Larsen

2007 William M. McCool

2005 Sheryl Loesch

2003 Jeffrey A. Apperson

2001 Joseph A. Haas

1999 W. Samuel Hamrick

1998 Martin H. Oogjen III

1997 Lance Wilson

1996 Richard H. Weare

1995 Cameron Burke

1994 J. Barry Dunford

1993 George A. Ray

1992 Carol C. FitzGerald

1991 Ralph DeLoach

1990 Robert F. Connor

Dear New FCCA Member,

As president of the Federal Court Clerks Association (FCCA), it is my honor to welcome you to an association that has supported and promoted professionalism and integrity in the federal judiciary for nearly 100 years. The FCCA is unique in its history and mission. The benefits you will receive as a member, while not always obvious, are well worth the small annual cost of membership. Your participation makes it possible for the FCCA to exist and to advocate for issues that are important to all federal judicial employees.

I encourage you to review the FCCA's website at www.fcca.ws to find information about the Officers and Board of Directors and to learn about current initiatives. Throughout the year, the FCCA sends important information to our members, including weekly Job Vacancy Announcement Newsletter emails and our signature publication, the *FCCA Journal*. This information keeps members informed of relevant court issues, judiciary programs, and educational events. It is important to keep your profile and information current in order to receive these communications.

As a member of the FCCA, you have the opportunity to participate in the following programs and events:

- **Awards and Scholarships.** To enhance the professional development of FCCA members, the association provides annual scholarships to deserving members.
- **FCCA Career Guidance Program (CGP).** The CGP offers assistance to members who may be considering, or in the process of, applying for a new position or promotional opportunity.
- **Clerk and Chief Deputy Mentor Programs.** The Clerk and Chief Deputy Mentor Chairs invite new Clerks and Chief Deputies to take part in the Mentor Program, which offers advice, support, and guidance to new Clerks and Chief Deputies.
- **Annual Conference and Educational Training Opportunities.** The FCCA organizes an annual conference, which provides relevant educational opportunities for FCCA members. In addition, the FCCA hosts educational training sessions throughout the year.
- **Disaster Relief Assistance.** When natural disasters have occurred, the FCCA has historically lent a helping hand to assist judiciary co-workers by collecting funds to distribute to those financially impacted.

The FCCA has negotiated with Starr Wright U.S.A. and FEDS Insurance to offer Federal Employee Professional Liability Insurance discounts to our members. Please visit the Benefits of Membership section of the FCCA website for additional information.

The annual FCCA conference provides members the opportunity to network with colleagues from across the country while participating in timely and relevant training. Members form professional relationships and friendships that last a lifetime.

The FCCA is comprised of hundreds of talented and dedicated Judicial Branch employees. Thank you for becoming a member. As you learn more about the FCCA, I encourage you to join a committee, submit an article, and explore other ways to become involved.

If you have any questions or suggestions, please do not hesitate to contact me at karen_mitchell@txnd.uscourts.gov.

A handwritten signature in black ink, appearing to read "Karen Mitchell". The signature is fluid and cursive, with a long horizontal stroke at the end.

Karen S. Mitchell, FCCA President

FCCA Membership Information

The FCCA membership year runs from January 1 through December 31. We also offer Lifetime Memberships which are cost saving and efficient. There is a 60-day grace period for new members who sign up on or after November 1, thereby providing new members a 14-month membership. This document will provide information about the benefits of becoming a member as well as the costs of membership.



Why join FCCA?

The Federal Court Clerks Association (FCCA) was formed in 1922 in Washington, D.C., by a group of 15 federal court clerks and deputy clerks who believed they could voice their views more effectively if they joined together in a formal organization.

One of the main goals of the Association is to provide a forum for the exchange of practical information relating to judicial administration and to assist our members in rendering the best service as clerks in the administration of justice in the United States Courts. We also strive to maintain the highest standard of integrity, honor, and courtesy in all our relations by training and

educating our members.

Conferences

Through annual conferences, the FCCA promotes training to enrich the professionalism and skills of court members. The conferences provide the opportunity for clerks and deputy clerks to network, discuss innovations in court management and related topics, and exchange ideas. In addition, we partner with the AO and other Associations to sponsor educational forums throughout the year.

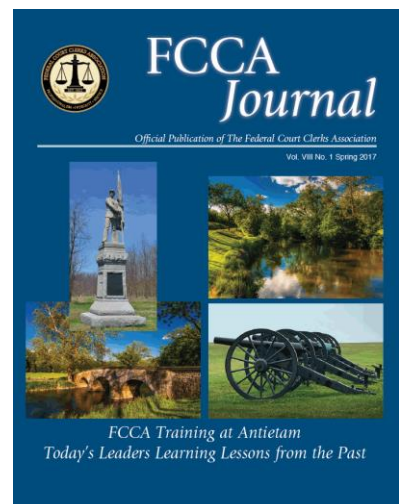


FCCA Journal

The *Journal* is published three times per year to inform members about court events throughout the country, the activities of the Clerks Council and the Deputy Clerks Council, upcoming annual and training conferences, and updates on Administrative Office activities.

Opportunities to Get Involved

Members can become more involved in the Association through various board member and officer positions, as well as participation on committees.



Officer Positions in the Federal Court Clerks Association:

- President
- Immediate Past-President
- President-Elect
- Secretary
- Treasurer
- Historian



Board of Directors

The Board of Directors consists of one representative from each Circuit and manages the affairs of the Association. Board members serve two-year terms. Each year an election is held to select Board members from either odd or even numbered circuits. Members may be nominated to run for Director positions from other members within their circuits. Members can nominate any member to run for an Officer position on the Board. During odd numbered years, the odd numbered circuit election is held and during even years, the even circuits hold their elections. Board members attend monthly telephone board meetings and attend a mid-year meeting at the location of the next annual conference.

Clerks Council

The Clerks Council reviews issues within FCCA and the Judiciary and consults with the Clerks Executive Board to determine if FCCA needs to take a position on any issue.

Deputy Clerks Council

The Deputy Clerks Council serves to represent all the deputy clerks who are members of the Association. Its purpose is to be responsive to the specific needs and interests of the deputy clerk members, assist the Clerks Council on matters of mutual interest and make recommendations to the Board of Directors when appropriate. The Deputy Clerks Council also administers the FCCA Career Guidance Program (CGP).

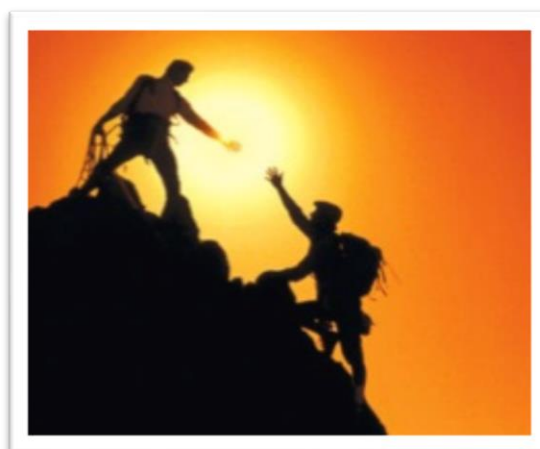
Committees

There are many committees in which members can participate. You can find a list of current committee chairs on the FCCA website. If you are interested in joining a committee contact the chair and advise them of your interest.

- Awards and Scholarships
- Blood for Life
- Bylaws
- Conference Planning
- Educational Planning
- Information Technology
- Publications
- Legislative Affairs and Policy Communication
- Membership
- Mentor Program
- Elections

[Mentor Program for Clerks and Chief Deputies](#)

This valuable program can help newly appointed Clerks and/or Chief Deputies by connecting them with an established person in the same position. This program will allow you to have someone to ask questions of, to seek advice from, or to just discuss ideas with. Visit the FCCA website at www.fcca.ws and click on Join Us → Benefits of Membership for more information on this program.



[Career Guidance Program \(CGP\)](#)

The FCCA Career Guidance Program (CGP) is a service that pairs skilled volunteer advisers with participants looking to take the next important steps in their careers in the federal judiciary. Through the CGP, members considering advancement within the courts can request to be matched with another more knowledgeable and experienced FCCA member who can offer the benefit of their expertise on matters from application and interview preparation to advice on general career advancement. Using a peer-to-peer approach, the CGP is confidential, convenient and direct. This program is only available to members of the FCCA.

[Jobs Board](#)

The "FCCA Jobs Board" allows our members to view federal court job vacancies that have been submitted to us for posting on the FCCA web site. Courts may submit their vacancy announcements to us at any time. Our "Job Vacancy Announcement Newsletter" detailing available job opportunities is sent to our members weekly.

[Membership Types and Costs](#)

Below is a list of the types and costs of FCCA Membership

Type	Yearly Cost	Lifetime Cost (one time)
Unit Executives	\$75.00	\$750.00
Chief Deputy/Other Court Executive	\$50.00	\$500.00
Deputy Clerk/AO	\$25.00	\$250.00
Retirees	\$25.00	\$125.00

[Lifetime Membership Details](#)

The purchase of a lifetime FCCA membership entitles the member to a lifetime membership in the Federal Court Clerks Association while employed by the Federal Judiciary. Should the member retire or separate from the Judiciary, their membership with the FCCA will continue to remain in effect. However, should the FCCA be notified that an FCCA lifetime member was terminated for cause or resigned in lieu of termination, the Board of Directors shall determine if that lifetime membership should be revoked for good cause shown. Lifetime membership dues are not refundable.

[Joining or Renewing](#)

Joining or renewing your membership is easy. Just go to www.fcca.ws and click Join Us → Become a Member. Once you join you will have access to all areas of the FCCA website as an additional benefit of membership! You can also renew an expired membership from the website.

[Recruitment Tools](#)

This section of the packet includes ideas and you can use to recruit members from your court. The bigger our membership the more effective our programs become. FCCA is a valuable organization for all Federal Court Employees.

[Recruitment Ideas](#)

Many courts organize recruitment events, local FCCA gatherings and community service projects in the clerk's office. Don't forget to invite members from Probation, Pretrial, Court Reporters, Interpreters and any other eligible co-workers. These gatherings are a great way to meet fellow co-workers and to network within your own offices. Invite current members to supply refreshments and tell their stories of why they joined and what benefits they have experienced since joining. Here some tips if you choose to set up something like this in your court:

- Schedule a breakfast or Lunch and Learn meeting.
- Have current members take a few minutes to speak about what classes they have taken during the conferences and what they have learned from keynote and plenary speakers. Share information learned during attendance at a conference.
- Always obtain the permission of your clerk and immediate supervisor to organize any FCCA events.



Do you have a great idea for recruiting new members? Please contact the Membership Chair at membership@fcca.ws.

[More Information](#)

The FCCA has an updated, state of the art website that contains much more information about membership and its benefits. We encourage you to explore the website at: www.fcca.ws

Thank you for considering joining this historical and important organization, we hope you will find a membership that suits you.

Sincerely,

FCCA Membership Committee