

UNIVERSITY of WASHINGTON | SCHOOL OF LAW

WASHINGTON LEADERSHIP INSTITUTE

WASHINGTON STATE BAR ASSOCIATION



■ *Collaboration* ■ *Diversity* ■ *Education* ■ *Inspiration*
■ *Leadership* ■ *Mentorship*

2019-20 Washington Leadership Institute Application Packet



Thank you for your interest in the Washington Leadership Institute. The Washington Leadership Institute (“WLI”) is a collaborative leadership program between the Washington State Bar Association and the University of Washington School of Law (UW Law). The program is governed by a volunteer Advisory Board that includes representation from all three of our state’s law schools, and is administratively staffed by UW Law.

Starting July 8, 2019, the WLI will begin accepting applications for the incoming 2019-2020 class of Fellows. All required application materials must be received at the UW Law office no later than September 20, 2019, at 5:00 p.m.

The WLI is an innovative and award winning leadership training program that originated in the WSBA under the guidance of Bar President Ron Ward. The mission of the WLI is to recruit and train diverse and underrepresented lawyers for future leadership within the legal and bar community.

Twelve attorneys, in practice for at least three years and not more than ten years, will be carefully selected for the fifteenth year of the program. The eight professional development seminars run from January to August 2020. Upon successful completion, Fellows will earn a significant number of CLE credits, and the program is provided at no charge to participants.

Program Requirements

To be considered for the program, applicants must:

- **Reside** in Washington State.
 - a. If work takes you outside of the state this should be discussed with co-chairs prior to acceptance into the program.
- **Timely** submittance of all required application materials.
- Be an **active** WSBA member.
- Have been admitted to practice law in a U.S. jurisdiction for **at least three years and not more than ten years**. (*Eligibility based on Date of Bar Admission*) **Therefore, in order for you to be able to apply to WLI this year, you must have been admitted to the bar by Dec. 31, 2016.**
- Be **nominated** by his/her employer, or if self-employed, by a lawyer with at least 10 years of practice or a judge.
- Make a **two-year commitment** to the program (participate in every session and following the completion of the first year, Fellows are expected to serve on a WSBA section or committee, or participate in a bar or community-related activity).
- **100% attendance** and participation is required of all Fellows at each of the eight sessions.



Required Application Materials

- Completed and signed application.
- Nomination from employer, or if self-employed, by a lawyer with at least 10 years of practice or a judge.
- Cover letter expressing your interest in being a 2020 Fellow, how your selection would contribute to the mission of the Leadership Institute, and examples of how you have demonstrated your leadership capacity.
- A professional résumé.
- A list of three references (applicants are encouraged to submit at least one reference who can discuss their leadership experience or leadership potential in the legal community.)

* Session Schedule

| | |
|---|--|
| Session I - January 24-25, 2020 (Seattle) | Session V – May 15, 2020 (Seattle) |
| Session II – Feb. 21, 2020 (Olympia) | Session VI – June 26, 2020 (Seattle) |
| Session III – March 27-28, 2020 (Seattle) | Session VII – July 24-25, 2020 (TBD) |
| Session IV – April 24-25, 2020 (Spokane) | Session VIII – August 14, 2020 (Seattle) |

**The Washington Leadership Institute has set these tentative dates but applicants are advised that there may be amendments to the session schedule. Participants will be notified well in advance of any changes.*



Application Deadline: Received at the University of Washington School of Law (attn.: Dawn Bell) no later than September 20, 2019 by 5:00 p.m.

**Applicants will be notified of their status in December 2019.*

2020 Leadership Institute Application

Application Submission Deadline: Received at the UW Law office no later than September 20, 2019 by 5:00 p.m. Please fill out the application form completely. Incomplete or late applications will not be considered. Please discuss your application with your employer as participation in the program will require you to be absent from your work on session days.

Applicant Information

| | | | |
|---|-----------------------|--------------------|-----------------|
| Full Name: | <hr/> | | |
| | <i>Last</i> | <i>First</i> | <i>M.I.</i> |
| Employer/Firm Name: | <hr/> | | |
| Employer/Firm Size: | <hr/> | | |
| Area(s) of Practice: | <hr/> | | |
| Position/Job Title: | <hr/> | | |
| Work Address: | <hr/> | | |
| | <i>Street Address</i> | <i>Suite #</i> | |
| | <i>City</i> | <i>State</i> | <i>ZIP Code</i> |
| Phone: | () | E-mail: | <hr/> |
| Date first admitted to practice in any U.S. jurisdiction: | <hr/> | WSBA Number: | <hr/> |
| State: | <hr/> | WA Admission Date: | <hr/> |
| Bar Number: | <hr/> | <hr/> | |



Demographic Information

(The following demographic information is requested, but is not required.)

Ethnicity/Race

- ☐ American Indian/Alaskan
- ☐ Asian/Pacific Islander
- ☐ Black/African-American
- ☐ Caucasian
- ☐ Latino/Hispanic
- ☐ Other

LGBTQ

- ☐ Yes
- ☐ No

Gender/Gender Identity/Lived Gender

- ☐ Female
- ☐ Male
- ☐ _____

Disability

- ☐ Yes
- ☐ No

Are you or have you been a member of any Bar-related groups, sections, or committees? If yes, briefly describe any current or prior leadership positions, activities, or training you participated in.

Please describe your current or prior leadership experience in any community or service activities or organizations.



Please describe why you would like to participate in the Washington Leadership Institute and what benefits you expect to gain.

Please describe what skills, qualities, attributes, etc. you possess that would advance the mission of the Washington Leadership Institute.

Applicant Agreement and Acknowledgement of Program Requirements

I _____, acknowledge and agree that as part of the application process, grievance and discipline files may be checked for any records related to me and may be provided to the WLI program staff and the WLI Advisory Board. I am also aware that at least 70 hours of course and project-related time and full participation in all of the scheduled events between January and August 2020 is expected if I am accepted as a Fellow of the Leadership Institute. I have reviewed the tentative schedule and confirm my availability to participate in all tentatively scheduled sessions on the dates specified. I understand that failure to participate fully in the program may result in my dismissal from the program. I am also aware that, upon completion of the program, I am committing to one year of participation in the Washington State Bar Association in some capacity, be it on a WSBA section or committee, or as a participant in a specialty bar or community-related activity.

SIGNATURE:



Please advise us if you have any special needs. If so, please explain so we can serve you better.

How did you hear about the Leadership Institute?

- | | | |
|---|---|---------------------------------------|
| <input type="checkbox"/> <i>NWLawyer</i> | <input type="checkbox"/> Colleague/Friend | <input type="checkbox"/> WSBA E-blast |
| <input type="checkbox"/> <i>Former WLI Fellow</i> | <input type="checkbox"/> Web Site | <input type="checkbox"/> Other |

Submit your completed application to Attn: WLI via Dawn Bell 1) e-mail to belld3@uw.edu in either PDF or Microsoft Word format; 2) Fax to (206) 616-5305; or 3) Mail to Attn: WLI, William H. Gates Hall, Box 353020, Seattle, WA 98195-3020. Questions? Call Dawn Bell at 206-543-2586.



2020 Leadership Institute Nomination Form

Application Submission Deadline: Received at the UW Law office no later than September 20, 2019 by 5:00 p.m. Please fill out the nomination form completely. Incomplete or late nomination forms will not be considered. Employer nominators please carefully review the tentative session schedule as participation in the program will require the nominee to be absent from work on all session days.

Nominee Information

Name of Nominee:

Last

First

M.I.

Nominee's Employer or
Firm Name:

Nominator Information

Name of Nominator:

Nominator's

Firm/Employer:

Work Address:

Street Address

Suite #

City

State

ZIP Code

Phone:

()

E-mail:

WSBA Bar Number:

What is your relationship to the nominee?

Please provide an overall assessment of the nominee's legal skills and capacity for leadership. Please include specific examples.
(If more space is needed, a separate letter or document may also be attached to this form.)



Acknowledgement of Nominee's Program Requirements

I understand that this nomination will become part of the nominee's application packet and may be available to the nominee for review. By submitting this nomination, I agree to the following if I am the nominee's employer: I am aware that the WLI schedule requires Fellows to complete at least 70 hours of course and project-related time. Full participation in all the scheduled events between January and August 2020 is expected of the nominee if s/he is accepted into this program. A Fellow's failure to participate fully in the program may result in dismissal from the Leadership Institute. I am also aware that, upon completion of the program, the nominee is committing to one year of participation in the Washington State Bar Association in some capacity, be it on a WSBA section or committee, or as a participant in a specialty bar or community-related activity.

NOMINATOR SIGNATURE:
