



Dallas Bar Association

Nomination

ABA 2010 Partnership Awards

ABA 2010 Partnership Awards Program Nomination Form

1. Program Title: Experience Exchange Mentoring Dinner
2. Name of Bar Association: Dallas Bar Association
3. Address: 2101 Ross Avenue
4. City/State/Zip: Dallas, TX 75201
5. Phone: 214-220-7499
6. Email Address: ahernandez@dallasbar.org
7. of Members: 10,000+

8. Program Information
See attached narrative.

9. Total Program Budget: \$1,500

10. Source of Program Funds: DBA Committee Budget & revenue from registrants

11. Other Resources: None

12. Identify other "partners" who supported your effort.
SMU Dedman School of Law, Texas Wesleyan School of Law, and sister bar associations in Dallas, including J.L. Turner Legal Association, Dallas Hispanic Bar Association, and Dallas Asian American Bar Association.

13. Note any recognition that these efforts have received.
None.

14. Could another bar association easily replicate this program? If so, how? Are there materials, checklists, reports that lend themselves to a "how to" guide for other organizations? Please include any pertinent materials with the application form or send separately by e-mail.

See attached "how to" guide.

15. What suggestions or recommendations would you offer to others who might undertake a similar program?
Attempt to keep costs low so that budget conscious law students and young lawyers can afford to participate. Consider subsidizing in part the cost for law students to attend. Include a cash bar if possible.

16. Program contact person, title, phone number:

Alicia E. Hernandez
Director DVAP & Community Services
214-220-7499

17. Program contact person's snail mail and e-mail address:

2101 Ross Avenue, Dallas, TX 75201

ahernandez@dallasbar.org

Minority Participation Committee Experience Exchange Mentoring Dinner

The Dallas Bar Association's Minority Participation Committee has hosted an annual "Experience Exchange" Mentoring Dinner annually since 2006. The purpose of the dinner is to bring senior and junior minority attorneys together to share their experiences, exchange ideas, and offer advice for career fulfillment and success. We hope that the sharing of ideas and experiences will further the growth and careers of younger attorneys and continue to build relationships within the minority legal community.

The Minority Participation Committee begins planning the dinner in January of each year. Committee members recruit experienced, minority attorneys to serve as mentors during the dinner. The dinner is publicized throughout the Dallas Bar Association, J.L. Turner Legal Association, Dallas Hispanic Bar Association, and Dallas Asian American Bar Association. Law students are also welcome, and the program is publicized at Dallas' area law schools, SMU Dedman School of Law and Texas Wesleyan School of Law.

During the dinner, attorneys are assigned to two tables with other young lawyers and mentors. They start with at their first table for dinner and then switch to a new table for dessert. In switching tables during the evening, the committee hopes to expose participants to more mentors and enhance the exchange of ideas during the event. Table assignments are based on detailed information they provide in their event registration forms about their practice areas, law firm size, and career goals. Each table discusses prearranged questions and/or personal questions posed by the participants.

The Minority Participation Committee developed the idea to host the Experience Exchange dinner after several committee members expressed an interest in starting a mentoring program. The Committee reviewed the need for a new mentoring program and decided that it did not want to replicate the mentoring programs currently offered by other minority bar association in Dallas. Instead of pairing attorneys as mentors and mentees, the Committee decided to offer less experienced attorneys the opportunity to build relationships with a broader group of experienced lawyers with the hope that mentoring relationships might build naturally between attorneys of varied backgrounds.

The Committee recruited experienced attorneys from corporate, government, large, medium, small, and sole practices. Issues discussed included business development, networking, and how to make the leap between practice areas, firms of varying sizes, and from law firm or government practices to the corporate arena. To ensure that participants were given enough individual attention and exposure to multiple mentors, an average of three mentors were seated with no more than seven participants at each table. Roughly 75 attorneys participate annually.

We have not conducted a formal survey or follow up from program participants. Informal feedback from participants in the program has been very positive.



Dallas Bar Association
Experience Exchange Mentoring Dinner
Twenty Years in Two Hours

“HOW TO” MANUAL

March 2010

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DBA Minority Participation Committee Experience Exchange Mentoring Dinner

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DBA Minority Participation Committee
Mentoring Dinner Time Table
For event held on April 13

December	Select Date and Location. Review budget.
January	Submit announcements for March & April bar publication
February 15	Complete and Mail Save the Date Cards or E-mails
February 15	Select mentors and begin recruiting mentors to serve.
March 1	First e-mail announcement to various groups. Confirm all mentors in writing. Submit request to State Bar of Texas for CLE credit. Determine room set up. Confirm with catering.
March 15	Begin announcing in e-mail newsletter to membership.
March 1 – April 10	Take Registrations
April 10	Designate People to help with check in
April 10	Give Head Count to Catering Meet with Catering re: set up
April 10	Quit taking preregistrations (unless not full)
April 11-12	Develop seating chart
April 13	Set up: name tags and CLE forms Check catering set up Check in
April 14	Thank you notes to mentors Conduct online evaluation of program. Final Budget Any other follow up needed

DBA Minority Participation Committee
Mentoring Dinner
May 13, 2008

Proposed Revenue			
Committee Contribution	\$ 700.00		
Registrations	\$ 800.00		
Total Revenue	\$ 1,500.00		
Proposed Expenses			
Printing (publicity)	\$ 50.00		
Postage (publicity)	\$ 350.00		
Catering	\$ 800.00		
Parking	\$ 125.00		
Service Charge	\$ 100.00		
Taxes	\$ 75.00		
Total	\$ 1,500.00		
Net	\$ -		

[E-mail Invitation]

Please join the DBA Minority Participation Committee for the

Fifth Annual Experience Exchange Mentoring Dinner

Tuesday, April 13

5:30 – 8:00 p.m. at Belo

Registration Fee: \$20 for attorneys & \$10 for law students

(includes dinner and parking)

Please complete attached registration form and return with payment to

Alicia E. Hernandez

ahernandez@dallasbar.org

214-220-7499

**DALLAS BAR ASSOCIATION
MINORITY PARTICIPATION COMMITTEE**



Experience Exchange Mentoring Dinner: 20 Years in 2 Hours

Tuesday, April 13, 2010 at the Belo Mansion
5:30 p.m. to 8:00 p.m.

Registration & Buffet open 5:30 p.m.
Program begins at 6:00 p.m. sharp.

Join us for an exchange of ideas, experiences, questions, answers, concerns and resources between senior, mid-level and junior attorneys of color in Dallas.

Cost: \$20 for lawyers and \$10 for law students
(includes dinner, parking and CLE credit).
CLE: 2.0 hours

To register, e-mail Alicia Hernandez at ahernandez@dallasbar.org

Dallas Bar Association Minority Participation Committee
Experience Exchange Mentoring Dinner

April 13, 5:30 p.m. - 8 p.m. at the Belo Mansion
Registration & buffet opens at 5:30 p.m.
Program begins at 6 p.m. sharp.

The Experience Exchange Mentoring Dinner is intended to bring senior and junior minority attorneys together to share their experiences and exchange ideas and offer advice for career fulfillment and success. We hope the sharing of ideas and experiences will further the growth and careers of younger attorneys and continue to build relationships within the minority legal community. Attorneys will be assigned to two tables based on the information provided in the registration form, one for dinner and one for dessert. Each table will discuss prearranged questions and/or personal questions as determined by you. Please fill out and complete the attached registration form and return it to Alicia Hernandez at 214-220-7465 (fax) or ahernandez@dallasbar.org.

Name: _____ Firm/Company: _____

Address: _____ Suite: _____ City: _____ Zip: _____

Telephone: _____ Email: _____

Number of years in practice: _____ Number of years in current position: _____

___ I am not practicing in area of interest but looking to make a career change.

I am a:

- ___ solo attorney
- ___ small firm attorney (2-9 attorneys)
- ___ medium firm attorney (10-24 attorneys)
- ___ large firm attorney (25+ attorneys)
- ___ corporate attorney
- ___ government attorney/judge

Area of Practice: _____

I would like to be seated with:

- ___ solo attorney
- ___ small firm attorney (2-9 attorneys)
- ___ medium firm attorney (10-24 attorneys)
- ___ large firm attorney (25+ attorneys)
- ___ corporate attorney
- ___ government attorney/judge

Area of Practice: _____

I would like to discuss the following topics/issues (please describe): _____

Registration fee \$20 for attorneys; \$10 for law students (includes dinner & parking). Select one payment option:

- Enclosed is my check for \$ _____ made payable to the Dallas Bar Association.
- Please charge my credit card: Please check one: Visa _____ MasterCard _____ AMEX _____

Name on Card: _____

Credit Card Number _____ Expiration Date: _____

Security Code _____ Dollar Amount: \$ _____

Credit Card Billing Address: _____

Registrations must be received by Friday, April 9, 2010 at 5:00 p.m.
Register by submitting form and payment to Alicia Hernandez, DBA, 2101 Ross Ave.,
Dallas, TX 75201; ahernandez@dallasbar.org; fax - 214-220-7465.

Re: Minority Participation Committee Second Annual Mentorship Dinner

Dear :

The Minority Participation Committee of the Dallas Bar Association is excited to announce that it will host its Second Annual Mentorship Dinner for Tuesday October 16, 2007 from 6:00pm – 8:00pm at the Belo Mansion. We invite you to participate as a mentor again this year and would be honored if you would be part of our event.

Last year, approximately 120 mentors and mentees attended the event and we received many compliments about the program. As such, we plan to broaden the scope of the mentorship program and include the practice areas of public service and criminal law in the program. The goal of the program is to provide young attorneys with the opportunity to talk to some of Dallas' best attorneys and receive guidance on how you became successful in what you do. We hope that the short commitment of one evening will also encourage participation from mentors who are unable to commit to extended mentorship programs.

The format of the event will involve two mentors with 6-7 mentees per table. A light buffet dinner and dessert will be served which is complimentary for mentors. Each table will be provided with several pre-staged questions as well as the opportunity for informal questions and discussion over dinner for the initial 45 minute session. The mentees will then switch tables for a second 45 minute session over coffee and dessert.

You should receive a personal contact about this event in the near future, and we hope that you will be able to join us at this event as we continue to build and grow our Dallas legal community. If you have any questions or wish to communicate your commitment as a mentor to the event, please email me at _____ or call me at _____. I look forward to your reply.

Sincerely yours,

Chair, Minority Participation Committee

RE: Mentoring Dinner

Dear :

Thank you so very much for being a mentor in the Minority Participation Committee's 2007 Experience Exchange Program. I am grateful for your commitment and service to the Dallas legal community, and more specifically, for the mentorship you gave young, minority attorneys and students who will soon be our peers.

I have received many comments back from mentees about how appreciative they are of the time you committed to the evening and the openness with which you shared your advice and experiences. You made a big impact and have set an example for them to follow both in their careers and in their personal lives – we hope that they will follow your lead and give back to both the bar and community. Your willingness to give of yourself is in itself a great role model for them. We also believe that meeting and talking to attorneys such as you will instill in them the professionalism we hope to maintain within the Dallas bar and between Dallas attorneys.

Again, thank you for making a difference in the Dallas legal community and for participating in our mentorship program.

Sincerely,

Chair, DBA Minority Participation Committee

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