AMERICAN BAR ASSOCIATION
SECTION OF INTERNATIONAL LAW

Diversity & Inclusion Plan
2018 – 2022

Developed
November 2018
I. **Commitment to Diversity & Inclusion**

Goal III of the American Bar Association is “to eliminate bias and enhance diversity and inclusion through the Association, legal profession and justice system.”

The ABA Section of International Law is committed to advancing diversity and inclusion at all levels of the Section. The Section recognizes the invaluable skills, talents, and experiences inherent in a membership consisting of individuals with diverse backgrounds including geographic diversity, ethnicity, age, gender, religion, sexual orientation, gender identity, disability, and economic status, amongst others as well as the intersectionality of the diverse differences. Diversity and inclusion are integral to the future of the Section. To improve our programming and offerings and increase our membership numbers, diversity and the inclusion of new members cannot be overlooked, nor their importance overstated. Our programs, policies, and publications benefit from the rich diversity of our global membership and the value of having diverse attorneys, judges, legal professionals, and law students included in all of the Section’s activities is immeasurable.

Achieving true diversity requires the focus of our entire membership and the highest levels of leadership. Therefore, the Section will work closely with its leadership to realize the ABA’s Goal III to promote full and equal participation in the association, our profession and the justice system by all persons, and the elimination of bias in the legal profession and justice system. In addition to the Goal III diversity goals, the Section will aspire to recruit members who are diverse geographically, generationally, and by type of employment sector.

In furtherance of this mission statement and Goal III, the Section leadership will incorporate the Diversity and Inclusion Plan into its overall Section Strategic Plan and carry out the Diversity and Inclusion Plan with the objective of making measurable progress on diversity based on defined performance criteria.

II. **Principal Goals**

To achieve greater diversity and inclusion within the Section, the Section of International Law will:

- promote the recruitment and inclusion of women, members from racial and ethnic minority groups and the LGBTQ+ community, members with disabilities and of diverse ages, members of different national origins, nationalities, geographic locations, and others who are underrepresented in the Section membership and leadership;

- develop partnerships with minority bar associations in the United States and other countries to highlight the benefits of Section membership;

- provide lawyers from diverse backgrounds with opportunities and training to take on leadership roles at both the Committee and Section levels; and

- foster an atmosphere of inclusion in all Section programs and activities to assist in retaining members of diverse backgrounds.

This four-year Diversity and Inclusion Plan, aligned to match the Section’s 2017 Strategic Plan, is a road map to help members and Section leaders ensure full and equal participation in the Section for lawyers of diverse backgrounds and interests.
III. Responsibilities for Implementation of the Section’s Diversity & Inclusion Plan

The goal of diversity and inclusion can only be achieved with the unequivocal support and participation of the Section’s leadership, its committees, and the individual commitment of each Section member. The Section leadership, consisting of members of the Executive and Administration Committees, and assigned staff will be responsible for implementing this Diversity and Inclusion Plan and the Section’s diversity goals throughout the Section.

Diversity Officer

The Diversity Officer bears the primary responsibility for overseeing the development, effective implementation, and periodic revision of the Section’s Diversity and Inclusion Plan. The Diversity Officer will also oversee the Section’s compliance with the diversity programs and goals.

In addition, the Diversity Officer will:

a. coordinate with and provide input to other Officers so that appointments, programs, and Section activities are consistent with the Section’s diversity goals;

b. report to the Administration Committee at the times as may be expressly fixed by the Administration Committee, and will, at the end of each Association year, present a report to the Administration Committee on the Section’s diversity status;

c. promote measures to increase the number of Section members and Section leaders of color, women lawyers, younger and older lawyers, lawyers with disabilities, LGBTQ+ lawyers, and lawyers from non-U.S. jurisdictions, amongst others;

d. oversee the compilation and circulation of a periodic Diversity Newsletter to the Section members;

e. receive, acknowledge and take steps to address any concerns about failures to meet the goals of the Section’s Diversity and Inclusion Plan, as well as suggestions on how to increase diversity and inclusion in the Section. Section members may also raise concerns with any Section officer or staff member, who shall then communicate those concerns to the Diversity Officer;

f. review and comment on that part of the Section’s proposed budget that affects the Diversity Officer’s area of responsibility; and

g. conduct Section bootcamps on diversity & inclusion and hold periodic calls with the Diversity Committee.

Diversity Committee

The Diversity Officer will form a Diversity Committee to implement the objectives of this Diversity & Inclusion Plan. The Diversity Committee will meet on a regular basis and be chaired by the Diversity Officer.
DIVERSITY & INCLUSION PLAN

ACTION ITEM 1: Increase awareness and obtain participation of leadership, members and committee chairs in implementing the Diversity and Inclusion Plan.

Goals:
- To make conscious efforts in all spheres of the Section towards implementation of the Diversity & Inclusion Plan.
- To obtain periodic reporting on efforts at implementing diversity and inclusion in all spheres of the Section.

I. Section officers, division chairs, committee leaders and section staff are required to implement the Diversity and Inclusion Plan and observe the Section’s diversity and inclusion goals in their respective areas of responsibility.

II. At the start of the Association year, a copy of the Diversity and Inclusion Plan shall be provided to each existing and incoming leader (committee chairs and vice-chairs, division chairs, liaisons, and executive and administrative officers).

III. A copy of the Diversity and Inclusion Plan shall be posted on the Section’s website.

IV. A link to the Diversity and Inclusion Plan shall be included in the monthly “Around the Section” newsletters.

V. Occasional statements shall be issued by the Section Chair regarding the importance of diversity and inclusion in the legal profession generally and in the Section in particular.

VI. Committee Chairs shall appoint a member responsible for diversity and inclusion for each committee whose charge is to lead their committee’s diversity planning and implementation in liaison with the Diversity Officer and Diversity Committee.

VII. The Diversity Chair will provide guidance to division and committee leaders to improve diversity and inclusion.

VIII. The Section will utilize technology and other social media platforms to publicize the Section’s diversity achievements.
ACTION ITEM 2: Identify and Promote Diverse Candidates to Leadership Positions within the Section.

Goals:
- To achieve 1/3 diverse representation in committee leadership by 2022.
- To increase minority representation on Section leadership.
- To develop and maintain pipelines for non-U.S. members to assume leadership positions.

I. Diversity and inclusion shall be emphasized in calls for nomination to leadership positions within the Section.

II. Each committee shall have diversity in its leadership.

III. A system to track diversity in candidates, nominations, and appointments shall be developed and implemented.

IV. The Chair, Chair-Elect, and Diversity Officer will ensure that diversity is considered in making appointments to Section and committee leadership positions.

V. A buddy system pairing new Section committee leaders with experienced section leaders shall be established to onboard and integrate new leaders.

VI. Former and current Diversity Fellows shall be encouraged to engage in various aspects of the Section’s leadership.

VII. The Section’s leadership will endeavor to continue programs such as the International Law Diversity Fellowship program.

VIII. The Section’s leadership will encourage participation of diverse members in the Leadership Academy.
ACTION ITEM 3: Ensure diversity in the Section’s programmatic content.

Goals:
- To achieve 50/50 balance in representation of expert men and women, and similar participation from underrepresented groups, on all Section programs, including but not limited to CLE panels at Section meetings, teleconferences, and regional programs.

- To ensure diverse representation in the selection of speakers at Section meetings including geographic diversity and diverse perspectives.

- To ensure that Section programs and events are structured to be inclusive of the Section’s diverse membership and attract diverse attendees.

- To include at least one (1) panel in each Section Annual Conference and other meeting providing CLE credit hours in Diversity, Inclusion and Elimination of Bias and one (1) panel on Legal Ethics.

I. The Diversity, CLE and Programs Officers, and section staff shall work together to ensure the Section’s diversity goals for its programs are met.

II. Panel and program proposals shall be disseminated to the Diversity Officer in a timely manner for review prior to approval of the program. The Diversity Officer will follow up with any committees or panel chair whose approved programs lack diverse participation.

III. If the panel is discussing a particular country or region, every effort must be made to include an expert from that country or region.

IV. Program and panel chairs will solicit experts as speakers from, *inter alia*, the networks in the Section’s diversity & inclusion division (WIN, GIN, SIN, YIN) and minority bar associations in the host city for Section programs.

V. At least one panel in Section Annual Conferences and other meetings held in the United States shall meet the requirements for CLE credit hours in Diversity, Inclusion and Elimination of Bias, and Legal Ethics.

VI. Program Chairs organizing Section meetings outside the United States shall endeavor to include at least one panel meeting the requirements for CLE credit hours in Diversity, Inclusion and Elimination of Bias, and Legal Ethics.
ACTION ITEM 4: Ensure diversity in the Section’s publications

Goal:
- To increase diversity in contributors to the Section’s publications and ensure inclusivity through publication of content with a global appeal.

I. The Publications Officer will work with the Diversity Officer to ensure that the Section’s publications are diverse in content, contributors/authors and representation on the editorial teams.

II. The Publications Officer shall ensure diversity and inclusion in the nomination and selection process for positions on the editorial board of the Section’s quarterly magazine, *International Law News*.

III. The Publications Officer will encourage and recognize contributions by lawyers with diverse interests:
   i. Include photos of contributing authors where appropriate and within publishing guidelines.
   ii. Include photos acknowledging diversity of membership in membership materials.
   iii. Include regular reports on achievements in the diversity area in the Section eUpdate and the *International Law News*.

IV. Calls for contributions to the *International Law News* shall include specific requests for contributions by diverse authors and content reflecting the Section’s international character.

V. The editorial board of the *International Law News* shall ensure at least 1/3 diverse representation in each quarterly issue.

VI. The editorial boards of *The International Lawyer* and *The Year in Review* shall ensure that calls for submissions include text referencing the Section’s commitment to diversity and inclusion, including geographic diversity.

VII. The Publications Officer and Diversity Officer will follow up with those editorial boards whose publications lack diverse participation.
ACTION ITEM 5: Coordinate with relevant ABA Commissions and Divisions to foster an atmosphere of diversity and inclusion.

Goal:
- To foster an atmosphere of diversity and inclusion through collaboration with diverse ABA entities.

I. The Section Chair will appoint Section Liaisons, where appropriate, and including to:
   a. the Commission on Racial and Ethnic Diversity in the Profession;
   b. the Commission on Women in the Profession;
   c. the Commission on Disability Rights;
   d. the Commission on Sexual Orientation and Gender Identity;
   e. the Commission on Law and Aging;
   f. the Commission on Hispanic Legal Rights & Responsibilities;
   g. the Senior Lawyers’ Division;
   h. the Diversity and Inclusion Center;
   i. the Coalition on Racial and Ethnic Justice;
   j. the Commission on Domestic and Sexual Violence;
   k. the Council for Diversity in the Educational Pipeline;
   l. the Young Lawyers Division, and
   m. the Law Students’ Division.

II. These Section Liaisons shall help identify opportunities for joint programming and member recruitment.

III. These Section Liaisons shall report to the Diversity Officer regarding current developments and initiatives undertaken by those organizations to increase diversity.

ACTION ITEM 6: Outreach to and collaboration with City Chapters, Foreign and Minority Bar Associations

Goal:
- To foster an atmosphere of diversity and inclusion through collaboration with city chapters, foreign and minority bar associations.

I. At various levels of the Section every effort shall be made to reach out to the leadership of city chapters, minority bar associations and specialty bar associations to involve them in the Section’s activities and programs. The Diversity Officer shall provide guidance and oversight in this respect.

II. Program Chairs of Section meetings shall invite the leadership of local and/or minority bar associations and academic institutions to encourage participation in the program and attendance of their members in Section Meetings.
III. Through Section-appointed liaisons, where possible, the Section shall market the Section’s programs on websites, periodicals, and newsletters directed to bar associations for lawyers from diverse groups.

IV. The Section shall, working with the Membership Officer, conduct specific outreach to city chapter leaders to encourage increased participation in the Section’s activities.

V. The Section shall make necessary structural changes to integrate city chapter leaders and members in Section activities.

ACTION ITEM 7: Outreach to U.S. and International Law Schools to Encourage Engagement and Diversity.

Goal:
- To increase student engagement and participation in the Section
- To maintain initiatives aimed at recruitment and retention of student members

I. The Membership Officer working with the Section staff will develop, promote and continue programs, such as the Pathways to Employment in International Law Program, to encourage student membership of, and engagement in, the Section. Such programs shall target schools with diverse populations.

II. The Section Chair will encourage Section leaders and members working in academia to speak with students of diverse backgrounds about the benefits of Section membership.

III. The Section will institutionalize avenues for the active engagement of members who are students (JD, LLM or other foreign law degree) or have less than three years of legal practice. Each committee shall develop initiatives and report on a quarterly basis on efforts to engage and include students and new lawyers in the committee’s activities. Such efforts may include, *inter alia*, appointment to committee leadership positions, assignment and recognition of responsibility, mentorship, and involvement in committee policy initiatives.

ACTION ITEM 8: Recruitment and Retention of Diverse Members

Goal:
- To increase geographical representation in the Section’s membership by 50% by 2022.
I. The Diversity Committee working with the Membership Officer will develop a global diversity initiative to recruit members to the Section and the larger ABA from Africa and Asia and will provide quarterly reports on the progress to the Administration Committee.

II. The Section will avail of the City Chapter mechanism to recruit and engage current members in different regions and institute new City Chapters as viable.

III. To mainstream City Chapters within the Section including but not limited to Section leadership activities.

**ACTION ITEM 9: Evaluation of the Section’s Implementation of the Diversity & Inclusion Plan and Ongoing development of Diversity Initiatives**

**Goals:**
- To regularly monitor and report on the Section’s progress in the implementation of the Diversity & Inclusion Plan.
- To establish diversity and inclusion training for section leaders and staff.

I. The Diversity Committee will promote accountability by developing an annual Diversity Report to reflect the efforts and progress of the Section as a whole in implementation of the Diversity Plan.

IV. The Diversity Officer shall hold quarterly teleconferences with the Diversity Committee which shall consist of committee diversity focal points and section liaisons, other section officers with interest and overlapping responsibilities. Membership of the Diversity Committee shall be open to all members interested in enhancing diversity and inclusion in the Section.

V. Findings on the Section’s progress on diversity and inclusion shall be reported to the Administration Committee as an agenda item. The Section Chair shall provide support to the Diversity Officer in addressing any findings reported.

VI. The Section shall provide mandatory diversity & inclusion training for all Section leaders and staff. The Diversity Committee shall develop the diversity training and at least one training shall be conducted annually.

VII. The Diversity Committee shall develop a program addressing diversity implementation strategy for inclusion in the annual leadership retreat to engage Section leaders in the implementation of the Diversity and Inclusion Plan, and attainment of the Section’s diversity goals.

VIII. The Diversity Committee will periodically evaluate the Section’s Diversity Plan, to among other things:
a. Assess the success rate of its diversity initiatives and the reasons therefore; incorporate new ideas; and respond to existing circumstances;
b. Circulate this Diversity and Inclusion Plan to the ABA Director of Diversity for input and assistance in implementation;
c. Periodically assess the diversity plans of other ABA entities to obtain new ideas; and
d. Report recommended changes to the Plan and seek approval from the Administration Committee.