



## AMERICAN BAR ASSOCIATION YOUNG LAWYERS DIVISION YLD Liaison Entity Information and Expectations

Please save document in Microsoft word and email to Renee Lugo at [lugor@staff.abanet.org](mailto:lugor@staff.abanet.org).

### Entity Information

Entity Name: Section of Labor & Employment Law ("LEL")  
Staff Contact: Tracey Moore  
Position: Membership & Marketing Assistant  
Telephone: 312-988-5586  
Email: [mooret@staff.abanet.org](mailto:mooret@staff.abanet.org)

### Top 3 Benefits Of Being A Liaison To Your Entity:

- 1: Opportunity to network with labor and employment law lawyers who are leaders in the field
- 2: Learn leadership skills from Section Council members and Committee Co-Chairs while working on Section projects
- 3: Chance to advocate for programs, opportunities, initiatives, and resources for Young Labor and Employment Law Lawyers

### Governance

Does the Liaison sit on your Council or Governing Group? Yes

If so, are they a voting member? No

If not, do you have a young lawyer representative on your Council or Governing Group? No

### Projects

Please provide a brief description and the timing of projects you expect the liaison to participate in or is responsible for: Meet with Section leadership and Membership Development Committee at Council Meetings and work on projects developed at those in person meetings.

### Committee/Board/Group Participation

Does the liaison participate in other committees/boards/groups? Yes

If so, please include the name(s) of these committees/boards/groups: Membership Development Committee

### In-person Meetings

Number of meetings the liaison is expected to attend: 3

If the liaison can not attend can they participate via conference call? No

Timing of meetings (check all that apply):

Fall  ABA Midyear Meeting  Spring  Summer  ABA Annual Meeting

Other

Is the liaison expected to provide an oral report? Yes

Do you provide the liaison funding to attend in-person meetings? Yes

If so, please provide funding details (check all that apply):

Coach Airfare  Per diem of /day  Hotel  Ground Transportation  Complimentary social event tickets  Actuals

Other

Additional Comments:

### Conference Calls

Approximately how many conference calls is the liaison expected to participate in: Monthly

### Written Reports

Is the liaison expected to submit a written report to your entity? Yes

If so, how often? Quarterly

What does the report entail (check all that apply)?

YLD Activity Updates  Your entity's young lawyer activities  a young lawyer perspective  young lawyer feedback

Other

Additional Comments:

### Leadership Path

Do you have a formal leadership path in place for liaisons (e.g. liaison → committee member → committee chair) No

If so please explain:

**Please explain your entity's liaison expectations:** In addition to advocating for opportunities and programs the Section may provide to YLD members, the liaison should also connect the Section's work with the goals of the Young Lawyer Division and seek out opportunities for collaboration on programs and projects.