



**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.

**Entity Information**

Entity Name: Division for Public Education  
Staff Contact: Mabel McKinney-Browning  
Position: Division Director  
Telephone: 312/988-5731  
Email: McKinneyB@staff.abanet.org  
Website: www.abanet.org/publiced

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

- 1: Work with members on significant national projects
- 2: Participation in selected publications and/or conferences
- 3: Serving as a resource for the committee to better understand the projects and programs of the YLD and offer suggestions for appropriate partnerships.

**Governance**

Does the Liaison sit on your Council or Governing Group? Yes  
If so, are they a voting member? Yes  
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: Law Day, Dialogue Program, Legal Guide series, Girl Scouts -- these are on-going projects that will be part of our work over the coming year. The liaison will be able to determine level of involvement

**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: liaison will self-select into sub-committee assignments at the close of the fall meeting

**In-person Meetings**

Number of meetings the liaison is expected to attend: 2  
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: Oral Report should focus on public education activities of the YLD

**Conference Calls**

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

**Written Reports**

Is the liaison expected to submit a written report to your entity? Yes  
If so, how often? Monthly  
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:** Our expectations include attendance at meetings and work on specific projects on both a needs and interest basis. We also hope that the liaison will keep the committee informed of appropriate partnership opportunities between our committee and the YLD.