

2008-09 POSITION EXPECTATIONS

District Representatives

Responsibilities: Each of the seven district representatives serves as a direct link between the Executive Committee of the Section and the Section's members. Each district representative is responsible for reaching out to young lawyers within his or her Supreme Court district to recruit new members, help retain existing members, and encourage young lawyers to be active in the Section and the KBA as a whole. In addition, each district representative serves on one or more of the Section's committees, contributes content to the Section's website and e-newsletter, and assists with planning the KBA Annual Convention. Each district representative is expected to attend the Section's summer meeting, attend each quarterly executive committee meeting, and participate in periodic telephonic meetings.

Position Requirements: Each district representative is elected at the Section's annual meeting, which is held during the KBA Annual Convention.

At-Large Representatives

Responsibilities: The at-large representatives assist the district representatives in reaching out to young lawyers in their respective Supreme Court district. At-large representatives are responsible for reaching out to young lawyers in the Commonwealth to recruit new members, help retain existing members, and encourage young lawyers to be active in the Section and the KBA as a whole. Each at-large representative serves on one or more of the Section's committees, contributes content to the Section's website and e-newsletter, and assists with planning the KBA Annual Convention. Each at-large representative is expected to attend the Section's summer meeting, each quarterly executive committee meeting, and periodic telephonic meetings.

Position Requirements: All at-large representatives are selected by the Chair with the approval and consent of the Section. Prior involvement in the Section is preferred but not required.

Committee Chairs

Responsibility: Each committee chair is responsible for leading a committee. This responsibility includes holding regular committee meetings with committee members. Committee chairs shall provide regular reports of the committee's activities to the Executive Committee and shall contribute content for the Section's website and e-newsletter.

Position Requirements: With the exception of the Membership Committee, all committee chairs are appointed by the Chair. Prior involvement in the Section is preferred but not required.

Committee Vice Chairs

Responsibility: Each committee vice chair is responsible for assisting the committee chair leading the committee. This responsibility includes assisting the committee chair in holding regular committee meetings with committee members. Committee vice chairs also assist committee chairs in providing regular reports of the committee's activities to the Executive Committee and in contributing content for the Section's website and e-newsletter.

Position Requirements: All committee vice chairs are appointed by the Chair. Prior involvement in the Section is preferred but not required.

Committee Members

Responsibility: Committee members are expected to regularly participate in committee meetings and contribute to the work of the committee.

Position Requirements: All committee members are appointed by the Chair. No prior involvement in the Section is required.