**Diversity and Inclusion Leadership Council**

Member Expectations

**Summary of the Council**:

**Diversity and Inclusion Leadership Council Responsibilities:**

1. Determine how to make diversity and inclusion in the legal profession a priority within the state;

2. Determine how to make diversity and inclusion a priority within the MSBA;

3. Work to advance representation and inclusion of historically underrepresented persons, including, but not limited to: communities of color, women, LGBT and persons with disabilities;

4. Provide consistent ongoing communication with MSBA internal leadership (i.e. the MSBA Council and Assembly);

5. Provide regular communication with members and outside organizations;

6. Connect with diverse legal communities, and

7. Regularly participate in diversity education.

**Diversity and Inclusion Council Organizational Duties:**

1. Initiate, comment or advocate for or about proposed MBSA resolutions or policies that have a direct or indirect impact on diversity;

2. Establish goals and objectives to meet the responsibilities of the Council;

3. Approve, implement, monitor and evaluate any programming;

4. Every few years establish a Council strategic plan; and

5. Clarify and communicate the work of the Council to MSBA governing bodies and the community.

**General Expectations**

1. Know and respect the association’s mission, vision and values, intentions, purposes, goals, policies, programs, bylaws and procedures;

2. Serve the association as a whole rather than any special interest group or constituency;

3. Welcome information and seek the best available sources of advice to arrive at thoughtful independent decisions;

4. Treat fellow Leadership Council members, and the association’s staff, leaders and general membership in a courteous and respectful manner, listening to all viewpoints with an open and inquisitive mindset;

5. Keep disagreements and controversies impersonal in an effort to promote unity;

6. Judiciously monitor any potential conflicts of interests that you or any other Council member may have, and openly address the conflict with the other members of the Council and recuse yourself if necessary;

7. Refrain from all actions that give the appearance of impropriety; and

8. Generally set an example for members and non-members alike in action, word and deed (i.e. Council members are highly encouraged to self-identify in the MSBA directory and with verified legal entities attempting to collect attorney demographic data).

**Relationship with Staff**

1. Work with staff as a partner and/or resource in the procurement of organizational information in carrying out the Leadership Council’s responsibilities, while not interfering with the day-to-day administration and tasks of individual staff, and

2. Avoid asking for special favors of or issuing directives to the staff, including special requests for extensive information.

**Time Commitment**:

-3-4 hours per month (not including travel time to meetings).

-Attend at least 4 of the 6 Council meetings.

-Attend at least 2 of the 4 MSBA Assembly meetings per year, unless you are the residing Council chair where you are expected to attend all the meetings of the Assembly to report on the work of the Leadership Council.

**Terms:**

Terms are staggered in one, two and three year increments. Terms for the initial members are decided by alphabetical order. No member may serve more than two terms.