

MEMORANDUM

DATE : October 15, 2015

TO: Fred Thrasher, Deputy Director
 Andrew Hales, Board Liaison

FROM: Kara P. Dodson, Section Chair

It is my privilege on behalf of the Lawyer Professional Development Section to submit our first Board report of the year.

I. Our Section leaders are as follows:

Chair	Kara P. Dodson – kdodson@ycst.com
NALP Board Liaison	Andrew B. Hales – abhales@venable.com
Law Firm/Law Student PD Collaboration Work Group Vice Chair	TBD
Secondments Work Group Vice Chair	Kelli Dunaway – kelli.dunaway@bryancave.com
Membership/Development Work Group Vice Chair	Tricia Widdoss – tricia.widdoss@skadden.com
Best Practices in Lawyer PD/PD for the PD Professional	Estelle Winsett – estelle.winsett@butlersnow.com
Education Work Group Vice Chairs	Sheri Zachary (szachary@saull.com) and Devon Doane (ddoane@stradley.com)
Articles Coordinator	Sheri Zachary (szachary@saull.com)

II. Working Group reports

A. Best Practices in Lawyer PD/PD for the PD Professionals

Estelle Winsett reported the following for her group:

1. Estelle helped to present the first of 3 webinars this year. On September 22, 2015, Andy Hales presented entitled “Train the Trainer – Building an In-House Project Management Training Program” which had 71 registrants and was very well-received. A recording of the webinar will be available on the NALP website. The second webinar is scheduled for November 10, 2015 and will be a Q&A webinar about women’s initiatives in law firms. Werten Bellamy will present a third webinar in January 2016.

2. A list of “go-to” PD resources for Lawyer PD professionals is now listed in Lawyer PD Section on the NALP website. A copy is attached to this report. The plan is to continue to collaborate with section members, and PDC members, to include a collection of resources from conferences, as well as other PD resources and information.

3. In conjunction with Devon Doane, Estelle and her group have created the lawyer PD Book Club to get together twice a year via teleconference on favorite PD books. Devon, Estelle and Kara will be writing book reviews for the NALP Bulletin. We are taking book ideas from section members.

Finally, Estelle is working to add volunteers to her group so please send any names to her.

B. Law Firm/Law Student PD Collaboration

Cinnamon Baker resigned from her role at William & Mary and accepted a new PD-focused job. Given the demands of her new role, Cinnamon felt that she needed to step down from serving as vice chair of the work group. Susan Fine, Gerry Slater, and Mike Ende are working with me to find ideas for volunteers and a new vice chair.

We are currently seeking more volunteers for this work group; please send any volunteers to Kara Dodson.

C. Secondments Work Group

Kelli Dunaway continues to collaborate with Kelly Green to create a framework to explore secondments. Both their firms are actively using

secondments. Kelli has compiled a substantial list of resources on secondments and plans to conduct a survey in the next few months. Her plan is to draft a best practices document for the section.

Kelli plans to connect with firms such as Hunton Williams and Skadden, both of which have summer associate secondments.

D. Education Work Group

Sheri Zachary and Devon Doane worked hard to submit 29 proposals to the 2016 NALP annual conference. The following is the final list of proposals which were chosen for inclusion in the conference:

Title of Program	All Speakers
Bottoms Up! Creating a Culture of Collaboration and Feedback through Upward Reviews	Andy Colón, Carrie Milliken
Building Effective Programs for Lawyers – It Takes a Village	Rod Boddie, Kip Guthrie, Andy Hales, Jennifer Furey
Creating an Culture of Innovation Through Cultural Competency	Terri Mottershead
Dissolving Siloes: Combining Diversity & Professional Development Efforts for Greater Impact	Michelle Wimes, Werten Bellamy, Laura Rogora, Sheri Zachary
The Gamification of Learning: Online Learning Games for Lawyers. Seriously.	Steve Gluckman
The Many Faces of Talent Management – How to Succeed as a Multi-Role Talent Manager	Paul Burton, Kay Nash, Don Smith, Sang Lee
You Have to Collaborate to Innovate	Michele Bendekovic, Sandee Magliozzi

In addition, our section submitted the following articles for the NALP Bulletin, all of which were accepted for publication.

Topic	Author	Description
Introducing law students to the performance expectations of today's law firm.	Werten Bellamy, Jennifer Henfey and Sheri Zachary	Joint article from a consultant, law school and law firm professional focusing on the unspoken expectations that go with working in a firm (and what schools can do to help prepare law students).
Self-Awareness: An Unexamined Key to Top Performance	Werten Bellamy	It is impossible to sustain top performance without developing high levels of self-awareness – the ability to be an objective observer of yourself. Self-Awareness is a ‘meta-competency’ – a vital precursor to many of the attributes widely associated with top performance. In this article, I will identify the many ways that self-awareness contributes to associate performance and argue that that self-awareness requires closer examination and deliberate training.
Secondments	Kelli Dunaway & Kelly Green	Secondments are increasingly prevalent at different levels of an attorney's career. Kelli Dunaway and Kelly Green explore different experiences with having outside attorneys go inside the world of their clients.
Leveraging your differences	Sheri Zachary and Veronica Cool	This article would address the practical strategies for working across differences (and how this is

		not just a diversity issue but a PD issue).
Understanding the Client – The Foundation for Building Effective Business Development and Client Service Programs	Rod Boddie and Ceil O'Connor	This article will discuss how PD professionals can build business development programs and client-facing initiatives that enhance client relationships.
Strategic Brand Development	Ann Jenrette-Thomas	This article will discuss the essential elements of building a strong brand including Rapport, Output, and Communication in order to build the Know, Like, and Trust factor essential to developing a strong brand.
Book Reviews & Author's Corner	Kara Dodson, Estelle Winsett & Devon Doane	Find out what recent publications are worth the read and can add value to your PD and Recruiting programs. Author interviews for select texts will provide added insight into current topics in the legal community.

E. Membership/Development

We had our second section call on October 1, 2015 at 2 pm EST. We had a productive call with many participants but we plan to email all section members to increase participation for our next section call, which is planned for January 14, 2015.

During our section call, we discussed the importance of continued understanding of NALP Connect to ensure that all members and potential members are receiving important information.

We have had at least 20 new members join our section since April 1, 2015.

Andy made several important announcements, including the location of Board Meeting summaries. Kara reminded members of several upcoming learning opportunities.

I am hoping to connect live with as many members as possible at PDI in December.

III. Section Goals for the year:

It is my goal to continue the strong presence of our section in the NALP community. I plan to do this by supporting the current members with professional development resources and opportunities. With the vice chairs, I plan to examine ways to increase collaboration among our section members and to encourage new members to participate.

I continue to be honored to serve as the Lawyer PD section chair and I appreciate the opportunity to contribute to NALP in this meaningful way.

Kara Dodson

GO-TO RESOURCES FOR LAWYER PROFESSIONAL DEVELOPMENT

Books Categorized by Topic

Mentoring/Coaching:

Being an Effective Mentor: 101 Practical Strategies for Success, Ida O. Abbot, Esq.

Creating a Mentoring Program: Mentoring Partnerships Across the Generations, Annabelle Reitman and Sylvia Ramirez Benatti

Implementing Mentoring Schemes: A Practical Guide to Successful Programs, Nadine Klasen with David Clutterbuck

Working With A Mentor: 50 Practical Strategies for Success, Ida O. Abbot, Esq.

Integration:

The Legal Career Guide: From Law Students to Lawyers, Gary A. Munneke and Ellen Wayne

The Essential Guide to Thriving as a New Lawyer, Lessons for Baby Sharks, Grover Cleveland

The Young Lawyer's Jungle Book: A Survival Guide, Thane Josef Messinger

Career Development/Work-Life Balance:

The Art of Happiness at Work, The Dalai Lama and Howard C. Cutler, M.D.

Choosing Small, Choosing Smart: Job Search Strategies for Lawyers in the Small Firm Market, Donna Gerson, Esq.

The Curmudgeon's Guide to Practicing Law, Mark Herrman

The Happy Lawyer: Making a Good Life in the Law, Nancy Levit and Douglas O. Linder

The Lawyer's Career Management Handbook: Your Bridge to a Satisfying Career, Marcia Pennington Shannon

Mindset: The New Psychology of Success, Carol S. Dweck, Ph.D.

The Modern Rules of Business Etiquette, Donna Gerson and David Gerson

Stress Management for Lawyers: How to Increase Personal & Professional Satisfaction in the Law, Amiram Elwork, Ph.D. with contributions by Mark R. Siwik, J.D. and Douglas B. Marlowe, Ph.D., J.D.

The Right Moves: Job Search and Career Development Strategies for Lawyers, Valerie A. Fontaine

Generational Issues & Diversity:

Diversity in Action: A Manual for Diversity Professionals in Law, Theresa D. Cropper and Anna L. Brown

Exclusion: Strategies for Improving Diversity in Recruitment, Retention and Promotion, Natalie Holder-Winfield

Moving Diversity Forward: How to Go from Well-meaning to Well-Doing, Vernà A. Myers

You Raised Us – Now Work With Us: Millennials, Career Success, and Building Strong Workplace Teams, Lauren Stiller Rikleen

Women on Top – The Woman’s Guide to Leadership and Power in Law Firms, Ida O. Abbot, J.D.

Training:

The Art and Science of Strategic Talent Management in Law Firms, Terri Mottershead

Association for Talent Development (ASTD), The Definitive Reference for Training and Development, 2nd Edition, Elaine Biech

Working with Emotional Intelligence, Daniel Goleman

Networking/Business Development:

ABA’s The Law Firm Associate’s Guide to Connecting with Your Colleagues, Barbara B. Miller and Martin L. Camp

Business Development for Lawyers: Strategies for Getting and Keeping Clients, Sally J. Schmidt

Everyday Public Relations for Lawyers: A No Nonsense Strategic PR Guide, Gina Furia Rubel, Esq.

The Opportunity Maker: Strategies for Inspiring Your Legal Career Through Creative Networking and Business Development, Ari L. Kaplan

Reinventing Professional Services: Building Your Business in the Digital Marketplace, Ari Kaplan

Overall Professional Development:

Building Your Ladder: An Associate’s Guide to Success Beyond Partnership, Marian Lee

Chambers Associate: The Student’s Guide to Law Firms 2013-2014, Chambers & Partners

The Lawyer Bubble: A Profession in Crisis, Steven J. Harper

Lawyer’s Professional Development (2nd Edition), Ida o. Abbot, J.D.

Practice Perspectives: Vault’s Guide to Legal Practice Areas, Rachel Marx Boufford, Esq.

Professional Development for Lawyers, Rachel Brushfield

Tongue-Tied America: Reviving the Art of Verbal Persuasion, Robert N. Sayler and Molly Bishop Shadel

You Get What You Measure: Lawyer Development Frameworks and Effective Performance Evaluations, Scott Westfahl

Websites

Association for Talent Development: <https://www.td.org/>

- Membership fee includes unlimited access to training templates, checklists, and resources, 2 e-books per year, and T+D magazine

The eLearning Guild: <http://www.elearningguild.com/>

Harvard Business Review: <https://hbr.org/>

Mindtools: Management and Leadership Training: <https://www.mindtools.com/>

Organizational Development Network: www.odnetwork.org

Talent Think Tank: <http://www.talentthinktank.com/>

TED: Ideas Worth Spreading: <https://www.ted.com/>

Thiagi Group: <http://www.thiagi.com/>

- Need some ways to make your training interactive? Thiagi is the answer!