

VOLUNTARY BAR LEADERS ASSOCIATION'S GUIDE TO FLORIDA BAR COMMITTEE APPOINTMENTS

Each year, the Florida Bar President-Elect appoints new members to The Florida Bar's committees. It is the goal of The Florida Bar to increase the diversity of these committees and The Florida Bar needs your help to do that. So, how can your voluntary bar association help? We're glad you asked!

1. At the beginning of each voluntary bar association year, send an e-mail to your members asking them to let you know if they might be interested in joining a Florida Bar committee. Below is a sample e-mail you can use:

Dear Member:

Each year, The Florida Bar President and Board of Governors appoint new members to The Florida Bar's committees. We know that our members would make excellent additions to a number of these committees. We want to help you by recommending our members to The Florida Bar, but we need to know who is interested.

Please take a look at The Florida Bar committees here: <https://www.floridabar.org/about/cmtes/> and let me know which committee(s) you will be requesting on The Florida Bar's online committee preference form. I need to know your committee(s) preference(s) by December 1, so that our voluntary bar association can present the list of interested and endorsed candidates by _____.

While an endorsement of a voluntary bar association is not a requirement for placement on a Florida Bar committee, an endorsement is useful to The Florida Bar President in deciding committee appointments.

Please contact me if you have any questions or if I can be of further assistance.

*Sincerely,
[Voluntary Bar President]*

2. We recommend sending the email at least twice – once in July when the new Florida Bar year begins, and once in September when most voluntary bar association activities typically commence.
3. Gather the list of people who are interested and present it to your board. Ask the board for input on the candidates and feedback on which candidates the group should endorse. Ask the board to consider what they know about the candidates as far as their past involvement, commitment to voluntary bar activities, and diverse background.
4. Send the list of endorsed candidates in a single letter to the Florida Bar President-Elect by January 1st of each year. The list should include names and bar numbers of all endorsed candidates.

It's that simple! Any questions? Feel free to contact the Chair of the Voluntary Bar Liaison Committee: <https://www.floridabar.org/about/cmtes/cmtes-cm/cmte-cm310/>