



**WBA Candidate Application Form  
Bar Association Candidates**

The WBA's principal goal in endorsing candidates for Bar officer positions is to ensure that qualified candidates who support the WBA's mission serve as leaders in the legal profession. The WBA endorses candidates who have demonstrated a commitment to empowering and advancing women lawyers and who have been responsive to women's needs and concerns. At this time, the WBA provides endorsements only for those individuals who are candidates for officer positions with mandatory Bar associations.

This application should be submitted along with requests for endorsement. For a complete copy of the endorsement guidelines, visit [www.wbadc.org](http://www.wbadc.org) or contact the WBA office at 202-639-8880 or [admin@wbadc.org](mailto:admin@wbadc.org).

**I. Candidate Information**

Name: \_\_\_\_\_

Current Employer: \_\_\_\_\_

Current Position: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email \_\_\_\_\_

**II. Endorsement Information**

Bar Association: \_\_\_\_\_

Position Being Sought: \_\_\_\_\_

Desired date for the endorsement decision: \_\_\_\_\_

### III. Required Supporting Materials

- Candidate résumé/detailed biography
- Responses to Candidate Questions (Section VI. of this application).
- If not included in the resume/bio or responses to Candidate Questions, any additional pertinent information that will assist the Committee in making the decision.
- Signed Release Letter (section VIII. of this application)
- Head shot and five-sentence or less bio that can be published with an endorsement announcement
- Articles by or about the candidate (optional)

### IV. Candidate Questions

Candidates should provide responses to these questions/prompts in an attachment submitted with the complete endorsement package. There are no minimum requirements or maximum limitations to responses.

- Are you a current or past member of the WBA?
- Explain why you are seeking WBA's endorsement.
- Briefly detail past leadership positions you have held in any bar or legal organization.
- How do you promote and encourage the advancement of women lawyers in your firm, agency, or organization? Provide examples if appropriate.
- Briefly detail involvement in any organizations committed to helping advance women and women's issues.
- Briefly describe any public service, civic, or pro bono activities/organizations to which you have dedicated significant time.
- Tell us what makes you especially qualified to serve in the position you seek.
- Describe any opportunities you would have in the position you seek to empower and advance women lawyers.

### V. Submission Information

The above information and materials should be sent, *in electronic format*, to the WBA Executive Director at [carol@wbadc.org](mailto:carol@wbadc.org).

### VI. Confidentiality Notice

All documents assembled during the consideration of a candidate remain the property of the WBA and will be maintained in the custody of the Association. The information so assembled and all deliberations and discussions will not be disclosed except to members of the WBA Board and the Endorsements Committee, unless such disclosure is required under compulsion of law.

**VII. Release Letter**

To: President  
Women's Bar Association of the District of Columbia  
2800 Eisenhower Avenue  
Suite 210  
Alexandria, VA 22314

I, \_\_\_\_\_, hereby release the Women's Bar Association of the District of Columbia ("WBA"), its officers, directors, employees, and their duly appointed agents, along with those with whom they may consult or confer, from any liability in connection with their investigation of my qualification for possible endorsement by the WBA for election to an officer position in a mandatory Bar association.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: Bus. \_\_\_\_\_ Personal: \_\_\_\_\_