



Quality Courts Opportunity Initiative Mentoring Program Description and Application

Program Overview

The Quality Courts Opportunity Initiative aims to:

- Build the pipeline of future state judges
- Support fair and inclusive practices for selecting quality judges
- Educate and activate the public
- Connect and strengthen institutions

As part of our work to build the pipeline of future judges, this mentoring program will link sitting judges in merit selection jurisdictions with Arizona attorneys from a diverse range of demographic and professional backgrounds. Mentors will help to:

1. Demystify the formal and informal aspects of judicial selection
2. Provide professional guidance and support
3. Increase awareness regarding what it is like to serve as a judge

In addition to pairing sitting judges with qualified mentees, the program will create opportunities for all mentees, mentors, and leaders from partner organizations to make connections and share knowledge. The program will include one-to-one meetings between mentors and mentees, along with group workshops, talks, and panels. Events organized through this mentoring program are open only to formal participants and partners; however, the judicial diversity project will offer several public seminars and community events throughout the coming year. This project is a joint collaboration between several Arizona legal organizations, including Los Abogados, the Arizona Asian American Bar Association, the Arizona Minority Bar Association, and the Arizona Black Bar, with Justice at Stake.

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Timeline and Time Commitment

- Applications Due: October 29, 2014
- Mentees announced: November 3, 2014; first program event: November 14, 2014
- Mentee-mentor pairs assigned: November 2014
- Mentee-mentor pairs meet at least four times between November 2014 and May 2015 to get to know each other, discuss goals and strategies, develop ideas, solve problems, and chart progress
- Mentees and program partners attend four events to gain insight and build/deepen networks (mentors are encouraged to attend as well):
 - Breakfast with prominent judges followed by a daylong training regarding seeking appointive office [in Phoenix]: November 14, 2014
 - Presentation and networking with key participants in the state merit selection system [In Phoenix]: January 2015
 - Presentation and networking related to seeking judicial seats outside the state merit selection system (i.e. becoming a Superior Court Commissioner, Municipal Court Judge, or Administrative Law Judge) [In Phoenix and Tucson, possibly Pinal County]: March 2015
- Closing event: May 2015

Guidelines for Mentors

Mentors will be active or retired judges who are selected based on their commitment to supporting stellar potential judges from underrepresented backgrounds. Mentors are encouraged, though not required, to attend the various panels and workshops organized by the Quality Courts Opportunity Initiative, particularly those associated with the mentoring program.

As a role model, mentors are expected to act professionally and with integrity. Communications between mentor judges and mentees should be kept confidential in order to promote trust and candor. Communications shall remain confidential even after the program has ended.

Communication and an ongoing open dialogue are the foundation of the mentor-mentee relationship. Mentors should keep in mind the following requirements:

1. Preparation: Read this handbook. Identify essential elements of attaining a judgeship in Arizona.
2. Time Commitment: Mentoring will require at least a three-hour time commitment every other month.
3. Discussion: While each mentoring relationship is different, the mentor's personal experiences may be the most effective way of conveying important information. Consider emphasizing ethics and professionalism issues, professional development, network building, situational advice, and personal life lessons.
4. Establish Guidelines: At the onset, let your mentee know the best time and method to reach you. Judges will set the tone for the mentor relationship.

Guidelines for Mentees

All mentees must have at least four years of experience as a licensed attorney and must have an interest in pursuing a seat on the bench. Preference will be given to candidates with a demonstrated commitment to diversity, inclusion, and community involvement and to candidates who might consider applying for a judicial seat within three years. Mentees are required to attend all panels and workshops organized by the mentoring program.

Mentees are expected to act professionally and with integrity in all their interactions with their mentor judge. Communications between mentor judges and mentees should be kept confidential in order to promote trust and candor. Communications shall remain confidential even after the term of the Program has ended.

Communication and an ongoing open dialogue are the foundation of the mentor-mentee relationship. Thus, mentees should keep in mind the following requirements:

1. Preparation: Read this handbook. Identify personal goals for the mentoring relationship and how your mentor can help you. Articulate why you want to be a judge and any questions you may have.
2. Take the Lead: Mentees are expected to take the lead in scheduling the first meeting and initiating questions at the beginning of the Program. In addition to asking thoughtful questions, mentees should listen carefully to mentors' answers and digest them.
3. Time Commitment: Regular contact with your mentor is critical in developing a strong mentor relationship. Discuss with your mentor a tentative schedule for meeting throughout the year.
4. Be considerate: Judges are busy people. Do not be late. Give ample notice if you need to reschedule. Prepare for meetings in advance so that they will be efficient and valuable to both mentees and mentors.
5. Establish Guidelines: Schedule follow-up meetings with your mentor, to ensure ongoing contact throughout the Program.

MENTEE APPLICATION

1. Date: _____

2. Name: _____

3. Employer: _____

4. Personal Information:

Business Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Telephone Number: _____ Fax: _____

Optional alternate contact for secretary or law clerk:

Name: _____

Email Address: _____

Telephone Number: _____ Fax: _____

5. Bar Number: _____

6. Law School and graduation date: _____

7. Approximate Date(s) of Admission (all jurisdictions): _____

8. Are you currently in good standing with the State Bar of Arizona?: _____

9. Please circle the type of practice in which you work:

- Solo practitioner
- Corporate counsel
- Member of a small firm (2-20 attorneys)
- Member of a medium-size firm (20-60 attorneys)
- Member of a large firm (60+ attorneys)
- Government lawyer (select one) Local, County, State, Federal
- Other: _____

10. Please indicate the courts in which you practice, and what percentage of your time is spent practicing in these courts

11. Please place a check mark next to current and previous area(s) of practice, and indicate the percentage each constitutes or did constitute of your general practice:

Current Areas of Practice

- Administrative/governmental Law
- Intellectual Property
- Antitrust Law
- Juvenile
- Bankruptcy
- Creditor Debtor Labor/Employment
- Business Law Litigation
- Collections
- Personal Injury
- Corporate/In-House Counsel
- Probate/Estate Planning
- Criminal Law: Prosecution/Defense
- Dispute Resolution
- Real Estate-Landlord/tenant
- Domestic Relations/Family Law
- Securities
- Environmental Law
- Taxation
- Health Care Law
- Immigration Law
- Workers Compensation
- Indigenous Peoples Law
- Other (specify): _____

Previous Areas of Practice

- Administrative/governmental Law
- Intellectual Property
- Antitrust Law
- Juvenile
- Bankruptcy
- Creditor Debtor Labor/Employment
- Business Law Litigation
- Collections
- Personal Injury
- Corporate/In-House Counsel
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- Dispute Resolution
- Real Estate-Landlord/tenant
- Domestic Relations/Family Law
- Securities
- Environmental Law
- Taxation
- Health Care Law
- Immigration Law
- Workers Compensation
- Indigenous Peoples Law
- Other (specify): _____

12. Have you represented clients in litigation in Federal or Arizona trial courts? _____

If so, state: The approximate number of cases in which you appeared before:

Federal Courts: _____ State Courts of Record: _____ Municipal/Justice Courts: _____

The approximate percentage of those cases that have been:

Civil: _____ Criminal: _____

The approximate number of those cases in which you were:

Sole Counsel: _____ Chief Counsel: _____ Associate Counsel: _____

13. If you would like to further describe your practice, please do so here: _____

14. Are you a member of any legal, professional, or community organizations? If yes, please list which organizations:

15. Mentoring relationships depend most on the commitment of the mentee and mentor. Although mentee-mentor matches will be made primarily on the basis of availability and commitment, please feel free to rank the following characteristics of a potential mentor according to their importance to you, with #1 being the most important. Rate only those that are important to you.

- | | |
|--|---|
| <input type="checkbox"/> Similar court branch or assignment | <input type="checkbox"/> LGBTQ |
| <input type="checkbox"/> Mentor is a state judge | <input type="checkbox"/> Disability rights awareness |
| <input type="checkbox"/> Mentor is a federal judge | <input type="checkbox"/> Marital status |
| <input type="checkbox"/> Mentor is a trial court judge | <input type="checkbox"/> Has children |
| <input type="checkbox"/> Mentor is an appellate court judge | <input type="checkbox"/> Mentor's office location |
| <input type="checkbox"/> Type of work performed while practicing | <input type="checkbox"/> Same law school |
| <input type="checkbox"/> Same gender | <input type="checkbox"/> Mentor's hobbies and interests |
| <input type="checkbox"/> Same race/ethnicity | <input type="checkbox"/> Other: _____ |

16. Encouraged and optional: I would like to share the following traits to assist with the matching process and help ensure a diverse and balanced group of mentees.

Race/ethnicity: _____ Gender: _____

LGBTQ: _____ Disability: _____

Marital Status: _____ Children: _____

Hobbies: _____

Additional information/considerations: _____

17. Short Answer Questions (please answer no more than 300 words each on a separate page):

1. What are your goals for participating in the mentorship program?
2. What makes you a strong candidate for our program?

18. References:

Please provide name(s) and contact information for one or two individuals who can speak to your commitment to the law and public service.

19. Signature:

I agree that the above information is accurate to my knowledge and that I would like to participate in the Quality Courts Opportunity Initiative as a mentee. By becoming a mentee I understand that I am committing to attend all program trainings and events, and to contact my mentor at least once every other month for the next year in order to develop a mentoring relationship. I acknowledge that the judge is under no obligation to be an employment reference, contribute to future candidacy or practice, and that they may choose to recuse themselves from a court case in the event of a conflict of interest. I understand all mentorship communication is confidential, even after the end of the mentorship and in the event of death of either participant.

Signature: _____ Date: _____

Your information will only be used by Justice at Stake and leaders affiliated with the Quality Judges Opportunity Initiative.

If you have questions regarding this form or program, please contact Suzanne Diaz at sdiaz@ngdlaw.com

Complete this form and email to Elizabeth Fujii at efujii@justiceatstake.org with subject line "Judicial Mentoring Program – Your Name" by October 29, 2014.

JUDICIAL MENTOR INTAKE FORM

1. Date: _____
2. Name: _____
3. Current court and position: _____
4. Date of appointment: _____
5. Previous judicial positions and dates of appointment: _____

6. Personal Information:

Business Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Telephone Number: _____ Fax: _____

Optional alternate contact for secretary or law clerk:

Name: _____

Email Address: _____

Telephone Number: _____ Fax: _____

7. Law school and graduation date: _____

8. Approximate date(s) of admission (all jurisdictions): _____

9. Please circle the types of practice in which you have worked:

- Solo practitioner
- Corporate counsel
- Member of a small firm (2-20 attorneys)
- Member of a medium-size firm (20-60 attorneys)
- Member of a large firm (60+ attorneys)
- Government lawyer (select one) Local, County, State, Federal
- Other: _____

10. Please indicate the courts in which you have practiced, and what percentage of your time was spent practicing in these courts:

11. Please place a check mark next to previous area(s) of practice:

- Administrative/governmental Law
- Intellectual Property
- Antitrust Law
- Juvenile
- Bankruptcy
- Creditor Debtor Labor/Employment
- Business Law Litigation
- Collections
- Personal Injury
- Corporate/In-House Counsel
- Probate/Estate Planning
- Criminal Law: Prosecution/Defense
- Dispute Resolution
- Real Estate-Landlord/tenant
- Domestic Relations/Family Law
- Securities
- Environmental Law
- Taxation
- Health Care Law
- Immigration Law
- Workers Compensation
- Indigenous Peoples Law
- Other (be specific): _____

12. If you would like to further describe your previous practice as a lawyer, please do so here: _____

13. Are you a member of any legal, professional, or community organizations? If yes, please list which organizations:

14. Encouraged and optional: I would like to share the following traits to assist with the matching process.

Race/ethnicity: _____ Gender: _____

LGBTQ: _____ Disability: _____

Marital Status: _____ Children: _____

Hobbies: _____

Additional information/considerations: _____

Your information will only be used by Justice at Stake and leaders affiliated with the Quality Judges Opportunity Initiative.

If you have questions regarding this form or program, please contact Suzanne Diaz at sdiaz@ngdlaw.com

Please complete this form and email to Elizabeth Fujii at efujii@justiceatstake.org at your earliest convenience.