

Dear Colleague:

The Minnesota State Bar Association's Women in the Legal Profession Committee invites your firm or organization to join the growing list of legal employers throughout the state that have made a commitment to achieving gender equity by adopting the SAGE Best Practices.

As you may know, the Women in the Legal Profession Committee conducted a comprehensive survey of legal employers as part of the MSBA Self Audit for Gender Equity (SAGE) project. Because of the commitment of legal employers around the state, the Committee has been able to collect invaluable longitudinal data about the hiring, retention, and promotion of women in the legal profession. Our reports are available on the MSBA website at www.mnbar.org. Click on Committees and then click on Women in the Legal Profession.

As a result of the SAGE data, the Committee developed a set of Best Practices that are intended as aspirational goals and guidelines for legal employers. The Best Practices address the areas identified by the survey as barriers to the full and equal participation of women in all levels of the legal profession.

By adopting the SAGE Best Practices, your firm or organization agrees to use these guidelines to inform its decisions and actions in the area of gender equity. Please understand that by adopting the guidelines you are not committing to incorporate each of the Best Practices into your organization, but rather to use them as guidelines.

If you have any questions about the program, please contact Sue Bores at 612-278-6325 or via e-mail at sbores@mnbar.org.

Sincerely,

The MSBA's Women in the Legal Profession Committee

SAGE Best Practices Information Sheet

Gender equity in the legal profession is important to all legal employers in recruiting and retaining quality attorneys. Minnesota is in the forefront in developing best practices for legal employers to promote gender equity. Your participation by subscribing to the SAGE Best Practices advances the objective of the MSBA in promoting and achieving gender equity for legal employers.

To demonstrate your commitment to the goals of achieving gender equity by adopting the SAGE Best Practices, send the attached letter on firm letterhead, signed by an authorized member of management (the managing partner for most law firms), to the MSBA, Attention: Women in the Legal Profession Committee.

The commitment letter regarding the Best Practices is an indication by the legal employer that it is committed to achieving gender equity in the workplace. It further indicates that the management team of the employer has reviewed the Best Practices and is willing to commit time and resources to implementing the Best Practices within the workplace. Not all Best Practices will be applicable to each legal employer and different employers may be at different stages of development. Signing on to the Best Practices means a genuine commitment to implementing the Best Practices and affirmatively working to achieve gender equity, but how and when such practices are implemented are the responsibility of the legal employer. Also, the commitment to the Best Practices must be made annually.

Any legal employer who makes a significant achievement in implementing the Best Practices or makes special progress toward gender equity is eligible for nomination for the SAGE Best Practices Recognition Award, which will be awarded annually. Self-nominations are welcome. Nomination forms are available on the MSBA Women in the Legal Profession Committee website at www.mnbar.org. Click on Committees and then click on Women in the Legal Profession.

DRAFT

[EMPLOYER LETTERHEAD]

[Date]

Minnesota State Bar Association
Attention: Women in the Legal Profession Committee
600 Nicollet Mall, #380
Minneapolis, MN 55402

To The Women in the Legal Profession Committee:

[INSERT NAME OF LEGAL EMPLOYER] has reviewed the SAGE Best Practices for the promotion of gender equity in the workplace and we wish to confirm that we will use our best efforts to implement the Best Practices.

By signing this letter [INSERT NAME OF LEGAL EMPLOYER] we agree to commit time, energy and resources to the implementation of the Best Practices, recognizing that their implementation will be incremental and that our organization may not be able to adopt all of them.

Additionally, we have designated [INSERT NAME OF CONTACT PERSON] as our organization's Best Practices liaison. Future correspondence about the program should be sent to this person.

Very truly yours,

[Signature]

Print Name
Print Title