



### **Overview:**

The National Black Law Students Association (NBLSA) is seeking a dynamic and highly organized individual to serve as the National Director of Programming. This role is pivotal in advancing the mission and goals of NBLSA by developing, coordinating, and evaluating national and regional programs that align with the organization's objectives. The successful candidate will work closely with regional chairs, convention committees, and other stakeholders to ensure the successful implementation of programs at both national and local levels.

### **Key Responsibilities:**

1. Develop and evaluate national programs that align with the goals and mission of NBLSA.
2. Collaborate with regional chairs to develop and coordinate uniform programs across all regions to maintain the integrity of NBLSA's mission.
3. Serve on the National Convention Committee and work closely with the National Convention Coordinator to coordinate national program activities for the annual convention.
4. Oversee both regional programs funded as national projects and other programs, including Regional Academic Retreats and Regional Dean Roundtables.
5. Develop methods to facilitate the implementation of national programs at the local level, ensuring broad participation and impact.
6. Maintain frequent communication with liaisons from each region to gather feedback, address concerns, and provide support as needed.
7. Perform additional functions and duties as assigned by the National Chair, National Executive Board, or General Assembly.
8. Compile a brief synopsis of yearly activities for inclusion in the NBLSA National Annual Report.
9. Produce an official transition report at the close of the term of office to document achievements, challenges, and recommendations for future initiatives.

### **Essential Skills:**

1. **Time Management:** Ability to effectively prioritize tasks, meet deadlines, and manage multiple projects simultaneously.
2. **Organizational Skills:** Strong organizational abilities to plan, implement, and evaluate programs on a national scale.
3. **Professional Communication:** Excellent written and verbal communication skills to effectively engage with stakeholders at all levels, including regional chairs, convention committees, and NBLSA members.
4. **Team Building:** Proven ability to build and lead teams, foster collaboration, and motivate volunteers and staff to achieve common goals.

Join NBLSA and contribute to empowering Black law students nationwide by leading impactful programming initiatives! Apply now to be considered for this exciting opportunity.



### **OVERVIEW:**

The National Black Law Students Association (NBLSA) is dedicated to empowering black law students and promoting social justice within the legal community. As part of our commitment to community engagement and service, we are seeking a passionate and experienced individual to serve as the National Director of Programming. This role will play a crucial part in coordinating and executing community engagement projects on a national or multi-regional level, recognizing outstanding chapters for their exemplary community service programs, and fostering collaboration among chapters to drive impactful change.

### **Key Responsibilities:**

1. Coordinate and execute all community engagement projects undertaken on a national or multi-regional level, ensuring alignment with NBLSA's mission and values.
2. Provide for the recognition of six chapters, one from each region, who have developed model community service programs, highlighting their achievements and sharing best practices.
3. Publicize the annual community service handbook or supplement to be distributed to chapters upon receipt of national membership dues, providing resources and guidance for implementing effective community service initiatives.
4. Coordinate the chapter of the year competition, overseeing the nomination, evaluation, and selection process to recognize chapters for their outstanding contributions to community service and advocacy.
5. Organize community service projects to be conducted during the national convention, creating opportunities for NBLSA members to engage with local communities and make a meaningful impact.
6. Maintain frequent communication with Regional Directors of Community Service, offering support, resources, and guidance to enhance their efforts at the regional level.
7. Perform additional functions and duties as assigned by the National Chair or National Executive Board, contributing to the overall success and growth of NBLSA's community engagement initiatives.

Join NBLSA and make a difference in communities across the nation by leading impactful community service initiatives! Apply now to be considered for this rewarding opportunity.



### **Overview:**

The National Black Law Students Association (NBLSA) is dedicated to promoting the health and well-being of its members and communities. We are seeking an experienced and visionary individual to serve as the Director of Public Health. This role will be responsible for shaping the overall vision and objectives for public health initiatives within NBLSA and working collaboratively with other National Executives to plan, manage, and execute public health programming.

### **Key Responsibilities:**

1. Determine the overall vision and objectives for public health initiatives within NBLSA, ensuring alignment with the organization's mission and values.
2. Coordinate with the National Vice Chair and Director of Programming and Events to plan, manage, and execute public health programming, including workshops, seminars, and awareness campaigns.
3. Work with relevant National Executives to assist in the logistical preparation of planned events, including securing locations, speakers, vendors, and other necessary resources.
4. Collaborate with the National Chair and Director of Communications, along with other National Board members, to disseminate information regarding public health to NBLSA members through various communication channels.
5. Carry out any other duties as assigned by applicable federal, state, or local law, extant NBLSA policy, the acts of the General Assembly, the directives of the Board of Directors, or the National Chair.

### **Essential Skills:**

1. Leadership: Ability to provide vision and direction for public health initiatives, inspiring others to action.
2. Collaboration: Strong teamwork and interpersonal skills, with the ability to work effectively with diverse stakeholders.
3. Project Management: Excellent organizational and time management skills, with the ability to plan, coordinate, and execute multiple initiatives simultaneously.
4. Communication: Effective verbal and written communication skills, with the ability to convey complex information clearly and persuasively.
5. Strategic Thinking: Capacity to think strategically and develop innovative solutions to public health challenges.
6. Flexibility: Adaptability to changing priorities and environments, with a willingness to take on new responsibilities as needed.

Join NBLSA and contribute to promoting the health and well-being of our members and communities through impactful public health initiatives! Apply now to be considered for this important role.



### **Overview:**

The National Black Law Students Association (NBLSA) is seeking a dedicated and detail-oriented individual to serve as the National Historian. This role plays a critical part in documenting and preserving the history of the organization, as well as ensuring transparency and communication among NBLSA members through the compilation of the NBLSA "Legal Pad" magazine. The National Historian will also be responsible for managing the association's historical documents and producing reports to capture the activities and achievements during their term of office.

### **Key Responsibilities:**

1. Prepare a narrative account of the Association's activities during the term of office, which, when approved by the National Executive Board, becomes a permanent part of the Association's official history.
2. Serve as custodian of the collection of documents, books, or other written or printed matter related to NBLSA's history, ensuring proper storage and control over access to these items by officers, active chapters, and active members.
3. Compile the NBLSA "Legal Pad" magazine, which includes updates from regional activities, special rules or resolutions adopted by the association, information on special projects or initiatives, a list of executive board members, and other relevant content. Distribute the "Legal Pad" to every chartered chapter of NBLSA.
4. Perform additional functions and duties as assigned by applicable federal, state, or local law, extant NBLSA policy, the acts of the General Assembly, the directives of the Board of Directors, or the National Chair.
5. Compile a brief synopsis of yearly activities for inclusion in the NBLSA National Annual Report.
6. Produce an official transition report at the close of the term of office to document activities, achievements, and recommendations for future initiatives.

### **Essential Skills:**

1. Writing and Editing: Excellent writing and editing abilities to prepare narrative accounts, compile reports, and produce the "Legal Pad" magazine.
2. Organization: Exceptional organizational skills to maintain historical records and manage multiple tasks and deadlines effectively.
3. Communication: Clear and effective communication skills to collaborate with stakeholders, disseminate information, and ensure transparency within the organization.
4. Attention to Detail: Meticulous attention to detail to accurately document and preserve the history of NBLSA.

Join NBLSA and contribute to preserving our organization's rich history and fostering communication and transparency among our members! Apply now to be considered for this important role.

## **Overview:**

The National Black Law Students Association (NBLSA) is seeking a talented and innovative Graphic Social Media Designer to join our dynamic team. This role will be pivotal in creating visually compelling content for our social media platforms and amplifying our organization's mission, events, and initiatives. The Graphic Social Media Designer will play a crucial role in engaging our audience, promoting diversity and inclusion in the legal profession, and highlighting the achievements of our members on a national scale.

## **Key Responsibilities:**

1. Design visually engaging graphics, images, and videos for NBLSA's social media platforms, including Instagram, Twitter, Facebook, LinkedIn, and others.
2. Collaborate closely with the communications team to conceptualize and execute social media campaigns that align with NBLSA's mission and strategic goals.
3. Develop promotional materials for NBLSA's national events, conferences, workshops, and other initiatives, ensuring consistent branding and messaging.
4. Stay abreast of current design trends, social media best practices, and industry developments to continuously enhance the quality and impact of NBLSA's social media content.
5. Engage with NBLSA members and followers on social media platforms, responding to comments, messages, and inquiries in a professional and timely manner.
6. Work collaboratively with other NBLSA teams and committees to gather content, stories, and updates for social media posts and campaigns.
7. Assist in the development of content calendars, scheduling posts, and analyzing performance metrics to evaluate the effectiveness of social media efforts.
8. Support other design projects as needed, including website graphics, event signage, printed materials, and more.

Join NBLSA and leverage your design skills to drive positive change and advancement in the legal community! Apply now to be considered for this exciting opportunity to make a lasting impact on a national level.

### **Overview:**

The National Black Law Students Association (NBLSA) seeks a strategic and results-driven individual to serve as the National Director of Development. This position is responsible for overseeing the organization's fundraising efforts, corporate relations, and partnership development. The ideal candidate will have a strong background in fundraising, corporate relations, and strategic planning, as well as a commitment to advancing diversity and inclusion in the legal profession.

### **Key Responsibilities:**

1. Set targets, subject to the approval of the National Executive Board, for the raising of funds to execute NBLSA priorities and programs
2. Appoint up to three (3) Deputy Directors of Development to assist in the execution of fundraising activities
3. Design and execute National Corporate Relations strategies and campaigns, including the development of communication materials and other items to support corporate relations activities
4. Communicate with standing NBLSA partners and propose plans for new partnerships and offerings to the National Chair
5. Provide directives, templates, targets, and goals to Regional Corporate Relations officials to harmonize and streamline communications and maximize member benefits from partnerships
6. Serve as chair of the NBLSA Corporate Relations Committee, overseeing the development and implementation of corporate relations initiatives
7. Produce reports on the state of NBLSA corporate relations, as required by NBLSA policy or as requested by the National Chair or National Executive Board
8. Construct and review NBLSA partnership agreements, forms, invoices, and other matters, in consultation with the National Chair
9. Exercise, or delegate with oversight, any other explicit or implied powers inherent to its role under NBLSA policy or federal, state, and local laws

### **Essential Skills and Qualifications:**

- Strong strategic planning and project management skills
- Excellent communication and interpersonal skills, with the ability to build relationships with a diverse range of stakeholders
- Ability to work independently and as part of a team, with a high level of professionalism and integrity

### **Overview:**

The National Black Law Students Association (NBLSA) seeks a dynamic and experienced individual to serve as the National Director of Communications. This role will manage all aspects of communications for the organization, including social media, newsletters, branding, and website management. The ideal candidate will have strong communication skills, a creative mindset, and a passion for supporting and uplifting Black law students.

### **Key Responsibilities:**

1. Manage the organization's Instagram and LinkedIn accounts, including creating and posting engaging content
2. Create and distribute a National Newsletter once a month to keep members informed about NBLSA news and events
3. Curate and implement a National Communications Policy to ensure consistency and effectiveness in all communications
4. Handle more complicated editing and graphic design tasks, including creating promotional materials and graphics
5. Meet with and consult all regional communications directors to coordinate efforts and ensure alignment with national messaging
6. Create NBLSA branding guidelines to be voted on by the organization to maintain a consistent and professional brand image
7. Ensure that the NBLSA website remains up-to-date with relevant content and information
8. Work collaboratively with Graphic Designers and the Historian to perform marketing and branding efforts for NBLSA initiatives and events

### **Essential Skills:**

1. Strong written and verbal communication skills, with the ability to craft compelling messages for different audiences
2. Proficiency in graphic design tools
3. Experience managing social media platforms, including content creation, scheduling, and analytics tracking

### **Overview:**

The National Black Law Students Association (NBLSA) seeks a dynamic and organized individual to serve as the National Convention Coordinator. This role plays a critical part in the planning and execution of NBLSA's National Convention, as well as other major programming and events. The ideal candidate will have strong project management skills, attention to detail, and a passion for delivering high-quality programming aligned with NBLSA's mission.

### **Key Responsibilities:**

1. Administer the major programming and events of the Association, coordinating with the Board of Directors and other National Executives to ensure quality, beneficial programming in alignment with the mission of NBLSA (Article III, Section C, Subsection 1)
2. Coordinate the efforts of the Board of Directors and relevant National Executives in the planning, preparation, and execution of the National Convention (Article VIII, Section C, Subsection 1)
3. Convene an ad-hoc convention steering committee to guide the proper execution and planning of the National Convention (Article VIII, Section C, Subsection 2)
4. Collaborate with the Board of Directors and National Executives to develop a comprehensive event plan, including scheduling, budgeting, and logistics
5. Coordinate with vendors, sponsors, and partners to secure necessary resources and support for the Convention
6. Oversee the development of Convention materials, including programs, schedules, and promotional materials
7. Manage communication with Convention attendees, including registration, updates, and logistics information
8. Ensure compliance with NBLSA policies and guidelines throughout the planning and execution of the Convention

### **Essential Skills and Qualifications:**

1. Strong project management skills, with the ability to manage multiple tasks and deadlines simultaneously
2. Excellent communication and interpersonal skills, with the ability to work effectively with a diverse range of stakeholders
3. Attention to detail and problem-solving skills, with a focus on delivering high-quality events
4. Proficiency in Microsoft Office Suite and event management software
5. Knowledge of budgeting and financial management principles



## **Overview:**

The National Black Law Students Association (NBLSA) seeks a dedicated and experienced individual to serve as the National Director of Mock Trial. This position is responsible for overseeing all aspects of the mock trial program, including competition planning, participant recruitment, and training. The ideal candidate will have a strong background in mock trial or litigation, excellent organizational skills, and a passion for mentoring and developing aspiring legal professionals.

## **Key Responsibilities:**

1. Create a calendar for all mock trial competitions, including regional and national events
2. Develop national guidelines for the mock trial competition to govern regional competitions and ensure consistency
3. Collaborate with regional directors to create and gather competition packets, including case materials and competition rules
4. Work to increase the number of participants in the mock trial program through outreach and recruitment efforts
5. Collaborate with the Director of Development to create a plan for recognizing and rewarding winners at the regional and national levels
6. Audit all rules and regulations governing the mock trial program to help mitigate grievances and increase overall fairness
7. Create and host training sessions for all regional members led by legal professionals to enhance their mock trial skills

## **Essential Skills and Qualifications:**

1. Strong organizational and project management skills
2. Excellent written and verbal communication skills
3. Ability to collaborate effectively with a diverse range of stakeholders
4. Knowledge of mock trial rules and regulations
5. Ability to work independently and as part of a team

### **Overview:**

The National Black Law Students Association (NBLSA) seeks a detail-oriented and motivated individual to serve as the National Financial Specialist. This position plays a crucial role in managing the organization's finances, including overseeing scholarships, awards, and monetary gifts for competition winners. The ideal candidate will have strong financial management skills, a keen attention to detail, and a commitment to ensuring compliance with all relevant laws and regulations.

### **Key Responsibilities:**

1. Carry out any other duties as assigned by applicable federal, state, or local law, extant NBLSA policy, the acts of the General Assembly, the directives of the Board of Directors, or the National Chair
2. Remain connected with the financial status of each region, including monitoring budgets, expenditures, and financial reporting
3. Work specifically on scholarships, awards, and monetary gifts for competition winners at all levels, including developing criteria, reviewing applications, and disbursing funds
4. Collaborate with the Director of Development to secure funding for scholarships, awards, and gifts through fundraising efforts and partnerships
5. Maintain accurate and up-to-date financial records for NBLSA, including tracking donations, expenses, and grants
6. Prepare financial reports and presentations for the Board of Directors, General Assembly, and other stakeholders as required
7. Ensure compliance with all financial regulations and guidelines, including those related to tax-exempt organizations

### **Essential Skills and Qualifications:**

1. Strong analytical and problem-solving skills
2. Proficiency in financial management software and Microsoft Excel
3. Excellent communication and interpersonal skills
4. Ability to work independently and as part of a team

### **Overview:**

The National Black Law Students Association (NBLSA) seeks a detail-oriented and organized individual to serve as the National Financial Secretary. This position plays a crucial role in supporting the organization's financial management, including monitoring policies and procedures, assisting regional treasurers, and maintaining financial databases. The ideal candidate will have strong financial acumen, excellent communication skills, and a commitment to ensuring the financial health of NBLSA.

### **Key Responsibilities:**

1. Monitor the financial policies and procedures as set by the National Treasurer with the approval of the National Executive Board
2. Assist the Regional Treasurers in performing their duties on an as-needed basis
3. Serve as a member of the Finance Committee, providing input and support for financial decision-making
4. Update and maintain the national banking relationship database, ensuring accuracy and compliance with financial regulations
5. Update and maintain the national database of law school support, tracking contributions and support from member law schools
6. Complete financial projections for convention travel expenses, Frederick Douglass Moot Court Competition expenses, and Thurgood Marshall Mock Trial Competition expenses, as necessary
7. Perform such other functions and exercise such further duties as the National Treasurer, National Chair, the National Executive Board, or the General Assembly may assign
8. Compile a brief synopsis of his/her yearly activities for the NBLSA National Annual Report
9. Produce an official transition report at the close of the term of office, documenting accomplishments, challenges, and recommendations for future improvement

### **Essential Skills and Qualifications:**

1. Strong knowledge of financial policies, procedures, and regulations
2. Excellent organizational and time-management skills
3. Proficiency in Microsoft Office Suite and financial management software
4. Strong communication and interpersonal skills
5. Ability to work independently and as part of a team
6. Commitment to the mission and values of NBLSA

### **Overview:**

The National Black Law Students Association (NBLSA) seeks a motivated and experienced individual to serve as the National Director of Professional Development. This role is responsible for administering the Sandy Brown Memorial Scholarship, managing Regional Job Fairs, and performing other duties as assigned by the National Chair, the National Board, or the General Assembly. The ideal candidate will have a strong background in professional development, excellent organizational skills, and a commitment to supporting the growth and success of NBLSA members.

### **Key Responsibilities:**

1. Administer the Sandy Brown Memorial Scholarship for members of NBLSA who write outstanding essays on the National Convention theme, including promoting the scholarship, reviewing applications, and selecting recipients
2. Manage and coordinate the activities of Regional Job Fairs, including scheduling, promotion, and logistics coordination
3. Perform such other functions and exercise such further duties as the National Chair, the National Board, or the General Assembly may assign
4. Compile a brief synopsis of his/her yearly activities for the NBLSA National Annual Report
5. Produce an official transition report at the close of the term of office, documenting accomplishments, challenges, and recommendations for future improvement

### **Essential Skills and Qualifications:**

1. Strong project management skills, with the ability to manage multiple tasks and deadlines simultaneously
2. Excellent communication and interpersonal skills, with the ability to build relationships with a diverse range of stakeholders
3. Ability to work independently and as part of a team, with a high level of professionalism and integrity
4. Commitment to the mission and values of NBLSA

### **Overview:**

The National Black Law Students Association (NBLSA) seeks a dedicated and experienced individual to serve as the National Director of Moot Court. This position is responsible for overseeing all aspects of the moot court program, including competition planning, participant recruitment, and training. The ideal candidate will have a strong background in moot court or litigation, excellent organizational skills, and a passion for mentoring and developing aspiring legal professionals.

### **Key Responsibilities:**

1. Create a calendar for all mock trial competitions, including regional and national events
2. Develop national guidelines for the moot court competition to govern regional competitions and ensure consistency
3. Collaborate with regional directors to create and gather competition packets, including case materials and competition rules
4. Work to increase the number of participants in the moot court program through outreach and recruitment efforts
5. Collaborate with the Director of Development to create a plan for recognizing and rewarding winners at the regional and national levels
6. Audit all rules and regulations governing the mock trial program to help mitigate grievances and increase overall fairness
7. Create and host training sessions for all regional members led by legal professionals to enhance their moot court skills

### **Essential Skills and Qualifications:**

1. Strong organizational and project management skills
2. Excellent written and verbal communication skills
3. Ability to collaborate effectively with a diverse range of stakeholders
4. Knowledge of moot court rules and regulations
5. Ability to work independently and as part of a team

### **Overview:**

The National Black Law Students Association (NBLSA) is seeking a dedicated and innovative individual to serve as the National Director of Academic Affairs. This role is responsible for planning programming and initiatives that support the organization's academic excellence mission objectives, including the development and maintenance of a nationwide academic resource bank. The ideal candidate will have a strong background in legal education, excellent organizational skills, and a passion for supporting academic success among NBLSA members.

### **Key Responsibilities:**

1. Plan programming and initiatives that bolster the organization's academic excellence mission objectives
2. Develop and maintain a nationwide academic resource bank, including resources for law school exam strategies, legal writing improvement, oral advocacy development, legal analysis training, and other core skills
3. Work with Regions and chapters to develop nationwide programming, including webinars and resource documents, to enhance regional and chapter-level academic excellence strategies
4. Develop NBLSA's bar passage initiative, creating relationships, programs, and resources to advance the organizational mission of increasing member bar passage rates
5. Carry out any other duties as assigned by applicable federal, state, or local law, extant NBLSA policy, the acts of the General Assembly, the directives of the Board of Directors, or the National Chair

### **Essential Skills and Qualifications:**

1. Strong organizational and project management skills
2. Excellent communication and interpersonal skills
3. Ability to work independently and as part of a team
4. Knowledge of bar exam preparation and bar passage strategies
5. Commitment to the mission and values of NBLSA

## **Overview:**

The National Black Law Students Association (NBLSA) is seeking a motivated and enthusiastic individual to serve as the National Pre-Law Fellow. This role is responsible for establishing pre-law collegiate chapters of NBLSA, maintaining the database of pre-law chapters, and overseeing the development and benefits of the Pre-Law Division. The ideal candidate will have a passion for supporting aspiring law students, strong organizational skills, and the ability to work collaboratively with a diverse group of stakeholders.

## **Key Responsibilities:**

1. Establish pre-law collegiate chapters of NBLSA, including recruiting members, organizing meetings, and fostering a sense of community among members
2. Maintain the database of pre-law chapters and keep the National Executive Board informed of the status of the collegiate chapters
3. Suggest, create, and implement programs, projects, and activities for the development and benefits of the Pre-Law Division, including workshops, networking events, and mentorship programs
4. Disseminate NBLSA information to pre-law members through newsletters, social media, and other communication channels
5. Maintain communication with and oversee Regional Pre-Law Directors, providing support and guidance as needed
6. Host the Pre-Law Symposium at the National convention and oversee the regional Symposiums, including coordinating speakers, workshops, and logistics
7. Produce an official transition report at the close of the term, documenting accomplishments, challenges, and recommendations for future improvement

## **Essential Skills and Qualifications:**

1. Strong organizational and project management skills
2. Excellent communication and interpersonal skills
3. Ability to work independently and as part of a team
4. Knowledge of the law school application process and the legal profession
5. Commitment to the mission and values of NBLSA

## Overview

The National Black Law Student Association (NBLSA) is seeking an eager, and highly motivated law student to serve on the National Executive Board as the National Director of Pre-Law Affairs. NBLSA strives to increase the number of culturally responsible Black and minority attorneys. In this role, you will have a direct impact on the acquisition and retention of Black and minority Pre-Law students, and help guide these individuals through the law school admissions process.

### Key Responsibilities:

1. Create pre-law collegiate chapters of NBLSA;
2. Keep the pre-law student sector and National Executive Board, informed of the status of the collegiate chapters and general membership;
3. Suggest, create, and implement programs, projects, and activities for the development and benefits of Pre-Law Division;
4. Disseminate NBLSA information to Pre-Law members;
5. Maintain frequent communication with regional Pre-Law counterparts;
6. Work with the Regional Directors of the Pre-Law Division to develop and maintain a database of Pre-Law advisors and Pre-Law student organizations at undergraduate institutions;
7. Perform such other functions and exercise such further duties as the National Chair, the National Executive Board, and the General Assembly may assign;
8. Administer the Nelson Mandela Scholarship for pre-law students of African descent based on the criteria, subject to the approval of the National Board of Directors;
9. Serve as chair of the Pre-Law Student Division Committee;
10. Compile a synopsis of his/her yearly activities for the BLSA National Annual Report;
11. Produce an official transition report at the close of the term of office.

### Essential Skills:

- **Leadership:** Ability to lead and organize collegiate chapters, programs, and activities.
- **Communication:** Strong written and verbal communication skills to keep members informed and maintain relationships with stakeholders.
- **Project Management:** Capable of suggesting, creating, and implementing programs and projects.
- **Networking:** Ability to build and maintain relationships with Pre-Law student organizations, advisors, and regional counterparts.
- **Organizational Skills:** Capacity to maintain databases, disseminate information, and compile reports.

Join NBLSA and help us work towards our mission of increasing the national average of Black attorneys by utilizing your insights and networking skills to be a beacon of hope for prospective Black law students.



## Overview

The National Black Law Student Association (NBLSA) is seeking an eager, and highly motivated law student to serve on the National Executive Board as the National Director of Pre-Law Affairs. NBLSA strives to increase the number of culturally responsible Black and minority attorneys. In this role, you will have a direct impact on the acquisition and retention of Black and minority Pre-Law students, and help guide these individuals through the law school admissions process.

### Key Responsibilities:

1. Shall work with the Director of Pre-Law Affairs to create pre-law collegiate chapters of NBLSA;
2. Keep the pre-law student sector and National Executive Board, informed of the status of the collegiate chapters and general membership;
3. Suggest, create, and implement programs, projects, and activities for the development and benefits of Pre-Law Division in conjunction with the Director of Pre-Law Affairs;
4. Assist in the dissemination of NBLSA information to Pre-Law members;
5. Maintain frequent communication with regional Pre-Law counterparts;
6. Work with the Regional Directors of the Pre-Law Division to develop and maintain a database of Pre-Law advisors and Pre-Law student organizations at undergraduate institutions;
7. Perform such other functions and exercise such further duties as the National Chair, the National Executive Board, and the General Assembly may assign;
8. Administer the Nelson Mandela Scholarship for pre-law students of African descent based on the criteria, subject to the approval of the National Board of Directors.
9. Serve as a member of the Pre-Law Student Division Committee;
10. Compile a synopsis of his/her yearly activities for the BLSA National Annual Report;
11. Produce an official transition report at the close of the term of office.

### Essential Skills:

- **Leadership:** Ability to lead and organize collegiate chapters, programs, and activities.
- **Communication:** Strong written and verbal communication skills to keep members informed and maintain relationships with stakeholders.
- **Project Management:** Capable of suggesting, creating, and implementing programs and projects.
- **Networking:** Ability to build and maintain relationships with Pre-Law student organizations, advisors, and regional counterparts.
- **Organizational Skills:** Capacity to maintain databases, disseminate information, and compile reports.

Join NBLSA and help us work towards our mission of increasing the national average of Black attorneys by utilizing your insights and networking skills to be a beacon of hope for prospective Black law students.

## OVERVIEW:

THE NATIONAL BLACK LAW STUDENTS ASSOCIATION (NBLSA) IS DEDICATED TO EMPOWERING BLACK LAW STUDENTS AND PROMOTING SOCIAL JUSTICE WITHIN THE LEGAL COMMUNITY. AS PART OF OUR COMMITMENT TO COMMUNITY ENGAGEMENT AND SERVICE, WE ARE SEEKING A PASSIONATE AND EXPERIENCED INDIVIDUAL TO SERVE AS THE NATIONAL DIRECTOR OF ADVOCACY AND EXTERNAL INITIATIVES. THIS ROLE WILL PLAY A CRUCIAL PART IN COORDINATING AND EXECUTING PROGRAMS TO ADVANCE THE ADVOCACY, SOCIAL JUSTICE, CIVIL RIGHTS, AND OTHER MISSION-ALIGNED ADVOCACY EFFORTS OF THE ORGANIZATION.

## Key Responsibilities:

- The Director of Advocacy and External Initiatives shall execute programming to advance the advocacy, social justice, civil rights, and other mission-aligned advocacy efforts of the organization.
- The Director shall spearhead, in conjunction with the National Attorney General, the planning and programming of the Charles Hamilton Houston Advocacy Symposium.
- The Director shall work with regional counterparts to harmonize concerted action on policy and civic issues confronting the Black and minority communities.
- The Director shall engage with aligned organizations on joint advocacy projects and initiatives and shall propose formal partnerships for the approval of the National Chair and the Board of Directors.
- The Director shall, with the National Attorney General, propose a national advocacy strategy, identifying key issues to be highlighted and advanced during a term year or over the course of several years.
- The Director shall serve as a resource liaison to the National Advocacy and Social Action Committee, reporting regularly on the various advocacy and social action programming of the Association.
- The Director shall carry out any other such duties as may be assigned by applicable federal, state, or local law, extant NBLSA policy, the acts of the General Assembly, the directives of the Board of Directors, or the National Chair.

## Essential Skills :

- **Project Management:** It is essential that the Director of Advocacy and External Initiatives be able to create and properly oversee multiple advocacy initiatives.
- **Communication:** Effective and efficient communication to regions, chapters, and individual member is necessary in this position.

Join NBLSA and advocate for our organization and its members! Apply now to be considered for this amazing position.

## Overview

The National Black Law Student Association (NBLSA) is seeking a motivated self-starter to serve on the National Executive Board as the National Director of Membership Engagement. NBLSA is dedicated to acquiring new members and retaining actively engaged current members. In this role, you will be the liaison between NBLSA leadership and NBLSA members. You will work actively to find new avenues and incentives to allow NBLSA to increase membership while also retaining accurate and up-to-date data on active NBLSA members.

### Key Responsibilities:

1. Distribute information regarding the membership process to potential chapters of NBLSA;
2. Compile membership statistics and make them available to the National Executive Board;
3. Maintain updated data regarding membership;
4. Work, with Regional liaisons, to reactivate inactive chapters and establish contacts at law schools that do not have NBLSA chapters;
5. Serve as the Chair of the Membership Committee;
6. Maintain frequent communication with the Regional liaisons;
7. Perform other duties as assigned by the National Chair, National Vice Chair, Board of Directors, National Executive Board, or General Assembly;
8. Compile a brief synopsis of his/her yearly activities for the NBLSA Annual Report;
9. Produce an official transition report at the close of the term of office.

### Essential Skills:

- **Data Management:** Skill in compiling and maintaining membership statistics and other relevant data.
- **Networking:** Ability to establish and maintain contacts at law schools without NBLSA chapters and reactivate inactive chapters.
- **Committee Leadership:** Capability to chair the Membership Committee and coordinate committee activities.
- **Collaboration:** Ability to work effectively with regional liaisons and other stakeholders to achieve organizational goals.

Join NBLSA and help us work toward our goal of increasing the number of active and engaged members and member schools.

## **Overview**

The National Black Law Student Association (NBLSA) is seeking an empathetic outside-the-box thinker to serve on the National Executive Board as the National Director of Inclusion Affairs. NBLSA seeks to highlight and promote intersectionality through the recognition of the different and, often, under-represented voices within Black and minority communities. In this role, you will actively work to promote the inclusion of LGBTQIA2S+ and differently-abled individuals at the national and regional levels within NBLSA. In addition, you will work with various stakeholders within NBLSA leadership to actively advocate for the inclusion of LGBTQIA2S+ and differently-abled individuals at the local and federal levels.

### **Key Responsibilities:**

- 1. The Director shall be responsible for determining the overall vision and objectives for LGBTQIA2S+ relations, and disability advocacy for the organization;*
- 2. The Director shall work in coordination with the National Vice Chair and Director of Programming and Events to plan, manage, and coordinate the execution of LGBTQIA2S+ and disability advocacy programming;*
- 3. The Director shall work with relevant National Executives to assist in the logistical preparation of such planned events, including the securing of locations, speakers, vendors, and other items;*
- 4. The Director, with the consultation of the National Chair, shall work with the Director of Communications and any other National Board members to disseminate information regarding LGBTQIA2S+ and disability initiatives to NBLSA members; and*
- 5. The Director shall carry out any other such duties as may be assigned by applicable federal, state, or local law, extant NBLSA policy, the acts of the General Assembly, the directives of the Board of Directors, or the National Chair.*

### **Essential Skills:**

- **Vision and Objective Setting:** Ability to determine the overall vision and objectives for LGBTQIA2S+ relations and disability advocacy within the organization.*
- **Programming and Event Management:** Skill in planning, managing, and coordinating the execution of LGBTQIA2S+ and disability advocacy programming.*
- **Logistical Coordination:** Ability to assist in the logistical preparation of events, including securing locations, speakers, vendors, and other items.*
- **Communication:** Capacity to disseminate information regarding LGBTQIA2S+ and disability initiatives to NBLSA members, working with the Director of Communications and other National Board members.*

*Join NBLSA as we endeavor to highlight intersectionality within the black legal community, and foster the growth and education of our advocates and allies.*

## Overview:

The National Black Law Students Association (NBLSA) is dedicated to empowering black law students and promoting social justice within the legal community. As part of our commitment to community engagement and service, we are seeking a passionate and experienced individual to serve as the National Director of Alumni Engagement. This role will play a crucial part in coordinating and executing Alumni engagement projects on a national or multi-regional level, recognizing outstanding Alumni for their dedication and commitment to giving back to NBLSA. The successful candidate will work closely with regional chairs and convention committees to ensure the successful implementation of programs at both national and local levels.

## Key Responsibilities :

- Create a platform for alumni to engage and continuously use their voice
- Facilitate an alumni mixer
- Create or update the alumni directory and also include ways in which they would like to remain engaged with NBLSA
- Work with Regional Directors of AR or Historians to create an easy to navigate alumni directory
- Work with programming and events and community engagement to Curate a NBLSA alumni competition
- Produce an alumni email list and updates
- Foster an efficient and effective bridge of communication between the members and the alumni

## Essential Skills:

- **Communication** : Effective and efficient communication to regions, chapters, and individual alumni member is necessary in this position.
- **Event planning** : This position will require a creative mind formulating many initiatives and events that will increase alumni engagement.
- **Data management** : This position will require maintaining a data system that hold all of the regional, chapter, and national alumni members.

Join NBLSA and contribute to encouraging our alumni to remember they will always be NBLSA family. members! Apply now to be considered for this amazing role.

## Overview:

The National Black Law Students Association (NBLSA) is dedicated to empowering black law students and promoting social justice within the legal community. As part of our commitment to community engagement and service, we are seeking a passionate and experienced individual to serve as the National Director of Nelson Mandela International Negotiations. The successful candidate will work closely with their regional counterparts and convention committees to ensure the successful completion of the competition.

## Key Responsibilities :

- Create a calendar for all competitions
- Create national guidelines on the competition to govern regional competitions
- Work with regional directors to create and gather competition packets
- Work to increase the number of participants
- Work with the Director of Development to create a plan for the winners at the regional and national level
- Audit all rules and regulations to help mitigate grievances and increase overall fairness
- Create and host training for all regional members led by professionals who have negotiation experience.
- Host an interest meeting with all of the prospective participants
- Create a commonly asked and answered question bank
- Help regions in building more negotiation teams within each prospective region

## Essential Skills :

- **Leadership** : This position will require an unbiased individual who can lead and assist regions and chapter negotiation teams.
- **Communication** : Effective and efficient communication to regions, chapters, and individual teams is necessary in this position to have a successful competition.
- **Data management** : This position will require maintaining a data system that holds all of the registered regional and chapter negotiation teams.

Join NBLSA and contribute by leading our Nelson Mandela International Negotiations teams to advancing their negotiation skills! Apply now to be considered for this amazing role.