

Policy and Procedure on Diversity Among Speakers on Programs Sponsored or Co-Sponsored by the Miami-Dade Chapter of the Florida Association for Women Lawyers

I. PURPOSE AND APPLICABILITY

The purpose of this Policy¹ is to memorialize the expectations and goals of the Miami-Dade Chapter of the Florida Association for Women Lawyers (“MDFAWL”) with respect to all Continuing Legal Education (“CLE”) Programs and other Panel Programs (“Programs”) sponsored or co-sponsored by MDFAWL.

MDFAWL has set goals and expectations to promote diversity and inclusion and provide equitable opportunities for participation and support to people of any gender, race, religion, ethnicity, sexual orientation, disability, and socioeconomic background by having panelists, speakers, moderators, presenters, and other related faculty (“Speakers”) at Programs sponsored or co-sponsored by MDFAWL include members of diverse groups based on *race, ethnicity, sexual orientation, gender identity, disability, and multiculturalism* (“Diverse Members,” or a “Diverse Member” if individual). Moreover, recognizing that according to the 2021 report of the Miami-Dade County Office of the Commission Auditor, full-time working black women and women of color presented the greatest pay disparity in Miami-Dade County, and consistent with MDFAWL’s mission to advance all women in the legal profession, this Policy specifically encourages the promotion and inclusion of black women and women of color in MDFAWL-sponsored or co-sponsored Programs.²

To these ends, it is important for our members to see this in action. Programs sponsored or co-sponsored by MDFAWL are one area where our attitude towards diversity and inclusion manifests, and we would like to ensure our statements about diversity and inclusion are not seen as empty ones. By implementing this Policy, not only do we exemplify our attitude of diversity and inclusion, but also by doing so we increase interest in our events, draw in more people, increase membership, and become a stronger organization.

For these reasons, this Policy applies to all Programs effective **September 17, 2022**.

II. POLICY

Organizers of Programs sponsored or co-sponsored by MDFAWL will avoid organizing homogeneously male panels as well as invite and include Speakers that meet the purpose of the Policy. MDFAWL will also actively advocate for and facilitate representative inclusion of speakers with relevant lived experience.

If any Program fails to meet the Policy at the outset, MDFAWL will follow the Procedures (Section III below) and may reject sponsorship, co-sponsorship, or the Program if the organizers do not show a good faith attempt to follow the spirit and intent of the Policy.

¹ As defined in Section II, *infra*.

² Office of the Commission Auditor, Miami-Dade County, Status of Women 2021 Report <https://www.miamidade.gov/auditor/library/women-in-miami-dade-2021.pdf>

III. IMPLEMENTATION PROCESS

The Diversity and Inclusion Committee (“D&I Committee”) will be responsible for implementation of the Policy (the “Procedure”), in consultation with the President. As such, any question of compliance with the Policy will first be determined by the D&I Committee in consultation with the President. In enforcing this policy, the D&I Committee and the President shall strive to provide constructive feedback and suggestions that will enhance the diversity of MDFAWL’s programming.

For Programs organized by MDFAWL, as part of the process of getting approval for a particular Program, the D&I Committee shall work with the Public Relations Committee to ensure the submittal forms inform Program organizers about the Policy. Requests for approval should be reviewed by the D&I Committee. If the D&I Committee finds that the requested approval does not comply with the Policy, it shall consult and assist the President in responding to the Program organizers and suggesting Speakers.

For Programs organized by an entity outside of MDFAWL seeking MDFAWL sponsorship, as part of the approval process, the President shall determine whether the Program complies with the Policy. If the President finds that the requested approval may not comply with the Policy, it shall consult with the D&I Committee and prepare a response that includes suggesting additional Speakers.

If any organizer finds themselves challenged when identifying a qualified person, the organizer shall seek input from the President and D&I Committee to recommend Speakers. Once implemented, the President and D&I Committee will rely in part, but not exclusively, on the Diverse Speaker Directory described below. Whether consulted initially or not, when the President receives the request for approval, he or she will review the Speakers to determine compliance with the Policy. Prior to approving or rejecting the Program, the President may also suggest alternative Speakers to serve who fulfill the intent of the Policy and consider any good faith efforts performed by the organizers in fulfilling the intent of the Policy.

On an annual basis, the D&I Committee shall develop a training for Board Members and Committee Chairs regarding the Policy to ensure the organization is intentional and thoughtful about the objectives of the Policy in program development.

IV. DATA GATHERING AND DIVERSITY DIRECTORY

To assist with the Procedure, the D&I Committee, shall consult with state FAWL³ to determine a method to gather information about race, ethnicity, sexual orientation, gender identity, disability, and multiculturalism from new members on a voluntary and self-identifying basis to create and maintain a Diverse Speaker Directory (“Directory”). If such information cannot be gathered upon member registration the D&I Committee shall develop a mechanism to gather data internally to develop the Directory. In either case, the D&I Committee shall also develop a mechanism to gather data regarding MDFAWL’s existing membership also on a voluntary, self-identifying basis. The

³ Florida Association of Women Lawyers

Directory, will provide a database of legal experts that self-identify from a race, ethnicity, gender identity, sexual orientation, disability, and multicultural perspective.

V. PUBLICATION

This Policy and Procedure shall be published and maintained on the MDFAWL website.

VI. AMENDMENT

This Policy and Procedure may be amended by vote of MDFAWL's Board of Directors. Amendments shall not be retroactive.

Approved by the Miami-Dade Chapter of the Florida Association for Women Lawyers Board of Directors on this 16 day of September 2022.