

## American Association of Law Libraries Minority Leadership Development Award Application

*Individuals eligible for the AALL Minority Leadership Development Award are members of a minority group as defined by current U.S. government guidelines; have earned a Master's degree in Library/Information Science; have no more than five years of professional (post-MLS or post-JD) library or information service work experience; are current members of AALL at the time the application is submitted; have been a member of AALL for at least two years or have two years of full-time, professional law library work experience; and demonstrate leadership potential.*

Applications for this award will be accepted at the office of the American Association of Law Libraries on or before February 1. The award recipient will be announced in May. Early submission of the application packet should make it possible to verify that the file is complete well before the deadline. **Incomplete and/or late applications will not be considered.**

The application packet must include:

- Completed application form
- A current resume or c.v.
- Three letters of recommendation from individuals who can evaluate your law library employment experience or relevant graduate education commenting on your present and potential contributions to AALL and the field of law librarianship
- A brief (500- to 1000-word) essay on how your career has been influenced by belonging to a minority group and how you hope to impact the profession and the Association as you become a leader.

### APPLICATION PACKET CHECKLIST:

- Completed Application Form
- Resume or C.V.
- Essay
- Letters of Recommendation - Please list names:

1.

2.

3.

**TO HELP INSURE THAT THE APPLICANT'S FILE IS COMPLETE BY THE DEADLINE, ALL DOCUMENTS SHOULD BE SUBMITTED IN ONE PACKAGE IF AT ALL POSSIBLE.**

**IF YOU CHOOSE TO COMPLETE THIS APPLICATION BY HAND PLEASE PRINT CLEARLY.  
ALL ANSWERS WILL BE KEPT CONFIDENTIAL.**

*Before filling out this application, read all the questions carefully. This application can be sent via e-mail by clicking on the "submit by e-mail" button and any attachments can be e-mailed to [hletzmann@aall.org](mailto:hletzmann@aall.org) or can be mailed to the address given at the end of this application. Once all required materials are received a confirmation e-mail will be sent from AALL and your application will be considered by the Diversity & Inclusion Committee.*

## Personal Information

Full Name:

Present Home Address:

City:  State:  Zip:

E-mail Address:  Phone Number:

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Permanent Address:

City:  State:  Zip:

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Indicate Minority Group Membership:

For purposes of the Minority Leadership Development Award, AALL uses the current U.S. government guidelines as found in [62 F.R. 58782](#), which include the following groups: American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, and Native Hawaiian or Other Pacific Islander.

## Resume or C.V.

**Attach as additional sheets**

Please attach a copy of your current resume or c.v.

## Essay

**Attach as additional sheets**

Please attach a brief (500- to 1000-word) essay on how your career has been influenced by belonging to a minority group and how you hope to impact the profession and the Association as you become a leader.

# AALL Membership Information

Indicate your affiliation with AALL:

Member    Student Member    Not a Member

Dates of Membership:

List overall AALL activities. Include dates:

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Have you ever attended the AALL Annual Meeting:

Yes    No

If yes, list years attended:

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Have you ever received an AALL Grant:

Yes    No

If yes, list date and purpose of grant:

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Are you a member of any AALL chapter:

Yes    No

If yes, which chapter(s):

List AALL Chapter activities. Include dates:

# Final Checklist

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED**

## **APPLICATION PACKET DELIVERY METHOD**

(Please choose from the drop down menus)

Completed Application Form:

Resume or C.V.:

Essay:

Letters of Recommendation - Please list names:

1.

Submitted by:

2.

Submitted by:

3.

Submitted by:

- 
- By checking this box, I attest the answers given on this award application are accurate and complete.**
- By checking this box, I attest that if I receive the Minority Leadership Development Award, and for any reason I cannot attend the AALL Annual Meeting, I shall immediately notify the chair of AALL's Diversity & Inclusion Committee.**

Today's Date:

**TO HELP INSURE THAT THE APPLICANT'S FILE IS COMPLETE BY THE DEADLINE, ALL DOCUMENTS SHOULD BE SUBMITTED IN ONE PACKAGE IF AT ALL POSSIBLE.**

RETURN COMPLETED APPLICATION TO:

Chair, Diversity & Inclusion Committee  
American Association of Law Libraries  
105 W. Adams Street, Suite 3300  
Chicago, IL 60603

OR