



## Monday Morning TO DO List

*Brought to you by the National Conference of Women's Bar Associations*

**It's Monday morning and GOOD Guys want to take action.  
Here's your TO DO List!**

**1 Number One: Assess your firm, company, or organization in diversity terms.** Take this quick test:

- Identify the core leadership group in your firm, company, or organization. Include the top three layers of leadership if there are multiple layers. For example, in a firm, the core leadership group may be equity partners, and another layer may be the executive committee. List here:

**Leadership Group**

**Diversity %**

_____	_____
_____	_____
_____	_____

- Assess the diversity among the core leadership groups above. What percentage are women? If less than 40% - 50% are women or persons of diversity, there is room for improvement. What percentage are persons of diversity?
- Assess where power lies in your firm, company, or organization and determine how diversity success can be measured. For example, private firms may ask not only how many women are equity partners, but also **how much equity do women own?** Such profound information reveals true levels of integration.

**2 Number Two: Assess your personal implicit associations.** Take the test for gender/career bias at: <https://implicit.harvard.edu/implicit/selectatest.html>

What level of implicit association do you have toward women and careers?

Insert here: \_\_\_\_\_.

**3 Number Three: What bias interruptors can you try?** List here:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**4 Number Four: Learn about the challenges women lawyers face.** Be aware that women lawyers are notorious for not talking about challenges they face, which they believe are bias-based with their employers, managers, or colleagues. They don't use the gender card. Open a dialogue with women attorneys outside of your workplace and you will learn a lot. How? Join a women's bar association. Look on NCWBA's web page for a list of women's bar organizations and select one in your area ([www.ncwba.org/members/](http://www.ncwba.org/members/)).

List here: \_\_\_\_\_

**Now, JOIN!** \_\_\_\_ **Check here when done.**



Next, assess the committees of the above organization. There is no substitute for rolling your sleeves up and getting active. List potential committees here:

\_\_\_\_\_

**Now, Join a committee!** \_\_\_\_ **Check here when done.**



**5 Number Five: Assess Your Zone of Influence.** Identify your personal zone of influence. Areas where you can advance a female attorney include those listed below. Consider that lawyers in corporations can have major impact by hiring female attorneys as outside counsel as inhouse employees. Lawyers in firms can have major impact by championing women attorneys in their firms and women professionals practicing as experts, mediators, special masters, and the like. Look for opportunities to do business with women.

Check categories where you have influence:

Hiring \_\_\_\_ Assignments \_\_\_\_ Evaluations \_\_\_\_

Advancement \_\_\_\_ Compensation \_\_\_\_

Selection of Outside Counsel \_\_\_\_

Selection of Other Outside Vendors \_\_\_\_ Other Referrals \_\_\_\_

For each area above, learn about how diversity can be improved and develop a plan where you can personally impact diversity in these areas.

**6 Number Six: Help develop the next chapter.**

Change does not occur after one program. GOOD Guys are needed to develop the next chapter: GOOD Guys Chapter Two. Get involved at [www.GoodGuysinLaw.com](http://www.GoodGuysinLaw.com).

**Number Seven: TRACK YOUR PROGRESS**

**1** \_\_\_\_

**2** \_\_\_\_

**3** \_\_\_\_

**4** \_\_\_\_

**5** \_\_\_\_

**6** \_\_\_\_

