

LCLD Pathfinder Program Facilitator Guide

The Leadership Council on Legal Diversity (LCLD) Pathfinder Program aims to supplement Member organizations' existing professional development programs by providing diverse, high-potential, early-career attorneys with practical tools for developing and leveraging their networks, gaining foundational leadership skills, and shaping their career development strategies. Your organization has designated you as Program Facilitator to oversee their participation and assist them in getting the most out of the program. This quick reference guide outlines the role that LCLD envisions Program Facilitators playing, major components of the Pathfinder Program, and some key program dates.

The Role of the Facilitator:

LCLD sees the Program Facilitator performing three roles: logistical, experiential, and cultural.

From a logistical perspective, we look to the Program Facilitator to be mindful of the major dates and deadlines for the program and check in periodically with the Pathfinder. We also see the Facilitator as a resource for the Pathfinder in balancing active participation in the program with the already challenging professional demands placed on a highly sought-after young lawyer. We look to the Facilitator to serve as a “sounding board” for the Pathfinder as they move through the program and to bring to LCLD’s attention issues raised or challenges encountered by the Pathfinder that might assist us in optimizing and refining the program going forward. For its part, LCLD will, for purposes of the Pathfinder Program, communicate with you as the organization’s representative.

From an experiential perspective, we see the Facilitator as a senior and experienced professional with experiences of her/his own to share with the Pathfinder. As the Pathfinder progresses through the in-person and e-learning components of the program, we encourage you, the Facilitator, to share your own insights with your Pathfinder as a means of further personalizing and enriching their experience. We also encourage you to help your Pathfinder identify and obtain leadership roles and stretch work assignments to help further their professional development. We view you as a critical component in helping your organization’s next generation of leaders succeed!

Lastly, from a cultural perspective, we see each Program Facilitator as a representative of their individual Member organization and bearers of the institutional culture of their firm or corporation. Our Pathfinders join us from a wide range of private firms and in-house legal departments and, by necessity, the program presents concepts and approaches that are of general applicability across the LCLD Member community. We look to each Program Facilitator to assist your Pathfinder in integrating the content of the program, specifically, with existing professional development programs and, more generally, with the institutional culture that makes your organization unique.

Major Components of the Program:

The major components of the program are as follows:

- **Program Registration and Preparatory Tasks:** Pathfinders are asked to complete their Pathfinder Directory profile and TypeCoach personality assessment, as well as connect via social media.
- **In-Person Meetings:** These bookend the program and take place in April/May and November. **NOTE:** Due to the coronavirus COVID-19, the first meeting of the 2020 class will be held virtually.
- **Online Learning:** There will be four “E-Modules” on topics of Sponsorship, Goal Setting/ Career Management, Shielding Against Bias, and Time Management. Each one will include an e-learning segment, several action assignments, and additional optional readings and podcasts. Pathfinders and Program Facilitators will receive reminder emails as the e-modules are assigned throughout the year. Pathfinders will also coordinate calls with their Peer Circles to discuss program materials. *Please note that while Facilitators are given access to view the e-modules and associated assignments, they are not required to complete the e-modules/assignments.*
- **Compass Conversation Day:** Pathfinders are invited to attend a casual breakfast or luncheon get-together among other Pathfinders and LCLD Alumni (Fellows and Pathfinder Alumni—Fellows are participants in a parallel LCLD program focusing on more senior lawyers). Compass Conversations are coordinated across the country by LCLD staff and Alumni.
- **Peer Circle Networking:** During in-person meetings and throughout the program, Pathfinders will meet in small working groups formed to facilitate networking and the completion of group work assignments and e-modules.

Important Dates for Program Facilitators:

Please mark the following conference call dates on your calendar. You will receive email reminders in the weeks leading up to these calls, which are intended to enhance your experience as a Program Facilitator:

DATE	CONFERENCE CALL
April 16, 2020, 2:00 – 3:00 pm ET	Program Facilitator Welcome Call (recommended; option 1)
April 22, 2020, 2:00 – 3:00 pm ET	Program Facilitator Welcome Call (recommended; option 2)
May 20, 2020, 2:00 – 2:30 pm ET	Program Facilitator Check-In Call #1 (optional)
June 25, 2020, 2:00 – 2:30 pm ET	Program Facilitator Check-In Call #2 (optional)
July 29, 2020, 2:00 – 2:30 pm ET	Program Facilitator Check-In Call #3 (optional)
September 2, 2020, 2:00 – 2:30 pm ET	Program Facilitator Check-In Call #4 (optional)
October 14, 2020, 2:00 – 2:30 pm ET	Program Facilitator Check-In Call #5 (optional)

Key Dates for Pathfinders:

Please mark the following dates on your calendar to help you track your Pathfinder’s progress throughout the 2020 program year:

DATE	LOCATION	EVENT
April 30 – May 2, 2020	Online	Virtual Meeting: 2020 Pathfinder First Meeting (program kickoff)*
TBD	Online	Ongoing virtual content to support meeting and E-Module learning
May 19, 2020	Online	E-Module 1 Opens - Time Management
June 23, 2020	Online	E-Module 2 Opens - Sponsorship
June 24, 2020	Various	Compass Conversation Day (virtual)*
July 28, 2020	Online	E-Module 3 Opens - Goal Setting
September 1, 2020	Online	E-Module 4 Opens - Shielding Against Biases
Postponed to 2021	TBD	In-Person Meeting, 2020 Pathfinder Second Meeting - will be held when health and safety guidelines permit (program closing)*

**Please note that Program Facilitators do not attend any of the In-Person Meetings or the Compass Conversation Day.*

Stay in Touch:

LCLD looks forward to working with you as your organization’s representative for the 2020 Pathfinder Program. To ensure that you receive important LCLD emails and reminders throughout the year, please add the following domains to your safe sender list: @cmail19.com, @cmail20.com, and @lclldnet.com.

If, at any time, you have any questions or concerns about the program or your Pathfinder’s participation, please contact Sarah Alexander, Pathfinder Program Manager, at salexander@lclldnet.com or (207) 347-0483. General information about the Pathfinder Program is available at lclldnet.org/programs/pathfinders/.

The Leadership Council on Legal Diversity (LCLD) is an organization of more than 320 corporate chief legal officers and law firm managing partners—the leadership of the profession—who have dedicated themselves to creating a truly diverse US legal profession. Our action programs are designed to attract, inspire, and nurture the talent in society and within our organizations, thereby helping a new and more diverse generation of attorneys ascend to positions of leadership. By producing tangible results in the lives of talented individuals, we work to promote inclusiveness in our institutions, our circles of influence, and our society, with the ultimate goal of building a more open and diverse legal profession.