# ABOUT THIS FORM

1. For each nomination, save a copy of this form, named in this way: **LastName\_ FirstName\_COLPM\_Nomination\_2025**.
2. Each answer space can be expanded as needed—just keep typing. Ignore page breaks.
3. When the nomination is finished, submit the Microsoft Word (docx) file to [nominations@colpm.org](mailto:nominations@colpm.org). **DO NOT CONVERT YOUR NOMINATION FORM TO A PDF.**

# ABOUT THE NOMINATION PROCESS

1. Please read the [Guidelines for Nominations](https://clpm.memberclicks.net/new-fellows-nominations).
2. The College is a professional, educational, and honorary association of law practice professionals, including lawyers; judges; law professors; administrators; consultants; officers of the government; legal operations executives; and others who are dedicated to the improvement of law practice and the enhancement of the professional quality of and public respect for the practice of law. Nominees need not be employed at the time of nomination, though they should intend to continue contributing to the field of law practice management.
3. The College honors those whose *sustained* performance (generally not less than 10 years of contribution) in the practice of their profession, exemplifies the highest standards. The College actively encourages the nomination of diverse candidates as determined by race, ethnicity, gender, sexual orientation, nationality, or disability.
4. Each nomination requires both a nominator and a seconder. Both may sign the form or state their intentions to nominate or second in an email message to [nominations@colpm.org](mailto:nominations@colpm.org). Only one nomination form per nominee should be submitted.
5. No nomination shall be made or seconded by (a) a person who is related by birth or marriage to the candidate or (b) a person who has a substantial business relationship with the candidate as counsel, vendor, or other service provider.
6. The nominator and the seconder may not be employed by the same organization.
7. Nominations should document the nominee's contributions to law practice management as comprehensively as possible.
8. **No form fields should be left blank. Incomplete nomination forms will be returned to the nominator for completion.**

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| NOMINEE | | |
| Name |  |
| Pronunciation Assistance | *The pronunciation of candidate names is not always intuitive. Phonetic spellings are helpful so we can correctly announce your candidate’s name during the induction ceremony. (Example—Ngoc Nguyen: nank nuhWEN or sounds like “knock” “WIN”)* |
| Position/Title |  |
| Organization |  |
| Email |  |
| Office Phone | (include area code; for numbers outside  of North America, the country code) |
| Mobile Phone | (include area code; for numbers outside  of North America, the country code) |
| Website |  |
| LinkedIn Link |  |
| X Handle  (f/k/a Twitter) |  |

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| --- | --- | --- |
| NOMINATOR | | |
| Name |  | |
| Email |  | |
| Office Phone | (include area code; for numbers outside  of North America, the country code) | |
| Mobile Phone | (include area code; for numbers outside  of North America, the country code) | |
| **CANDIDATE RELATIONSHIP** | | |
|  | Are you related by birth or marriage to the candidate? (Enter “yes” or “no” in the space to the left.) | |
|  | Do you have a substantial business relationship with the candidate such as counsel, vendor, or other service provider? (Enter “yes” or “no” in the space to the left.) | |
| Signature\* |  | Date |

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| --- | --- | --- |
| SECONDER | | |
| Name |  | |
| Email |  | |
| Office Phone | (include area code; for numbers outside  of North America, the country code) | |
| Mobile Phone | (include area code; for numbers outside  of North America, the country code) | |
| **CANDIDATE RELATIONSHIP** | | |
|  | Are you related by birth or marriage to the candidate? (Enter “yes” or “no” in the space to the left.) | |
|  | Do you have a substantial business relationship with the candidate such as counsel, vendor, or other service provider? (Enter “yes” or “no” in the space to the left.) | |
| Signature\* |  | Date |
| \*If you do not sign this document, you must send your own email message to declare your intent to nominate/second and declare your **Candidate Relationship** status(see above) to: [*nominations@colpm.org*](mailto:nominations@colpm.org)*.* | | |

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| Organization Type & Professional Role | |
| **Organization Type** | **Professional Role** |
| Please identify **ONE** *Organization Type* from the list below to identify the nominee’s **primary** classification and then **list it here:** | Please identify **ONE** *Professional Role* from the list below to identify the nominee’s **primary** classification and then **list it here:** |
| * Business of Law Organization (ALA, CLOC, ILTA, LMA, LVN, etc.) * Consulting Firm * Corporate Legal Department * Courts, Arbitration * Government Agency, Other Public Sector * Law Company, Other New Law Provider, Accounting Firm * Law Firm * Professional Association for Lawyers (ABA, ACC, etc.) * Law School & Other Education * Media * Not-for-Profit Legal Services Provider * Other Service Provider * Retired * State Bar or Regulator * Technology Provider * Other | * Business Development, Marketing, Communications * DEI and ESG * eDiscovery, Information Governance * Finance * Information Technology & Security * Knowledge Management, Data Analytics, Innovation * Lawyers in Practice * Management, Strategy * Media * Operations Management, e.g., COO, CFO * Pricing, Project Management, Process Improvement * Recruiting, Training, Professional Development * Technology & Other Services * Other |

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| CANDIDATE INFORMATION |
| What accomplishments has the nominee achieved in their respective field/organization?   * What is the nominee’s day job and how have they excelled in that day job? * How have they expanded or redefined the field, led their organization to new/greater accomplishments, or been recognized for significantly advancing their field? |
|  |
| Does the nominee hold a leadership position within their respective field/organization?   * Is the nominee in a leadership position in their field/department within the nominee’s organization? * Is the nominee the founder or executive leader of a legal products or services company? |
|  |
| What accomplishments has the nominee achieved to broadly impact the field of law practice management? Beyond the nominee’s work in their own organization, how has the nominee advanced the field of law practice management?   * What leadership positions has the nominee held in industry or professional organizations/associations (e.g., LMA, ILTA, CLOC, ACC, AALL, the Sedona Conference)? * Has the nominee contributed to industry or professional organizations/associations (e.g., LMA, ILTA, CLOC, ACC, AALL, the Sedona Conference)? * Has the nominee taught at law schools or substantially contributed to major legal industry conferences and summits? |
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| (Optional) Are there notable contributions the nominee has made outside the legal community that the nominating committee should consider? |
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| How has the nominee provided thought leadership that advances the field of law practice management and the legal community?   * What conferences has the nominee spoken at? * What major published articles, blog posts, podcasts, or other media pieces has the nominee authored? |
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| List other significant contributions, achievements, and awards. |
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| We anticipate that the candidate will continue to contribute to the field in these ways: |
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| (Optional) Additional comments demonstrating the candidate’s contributions and achievements. See samples in the [Guidelines for Nominations](https://www.collegeoflpm.org/assets/docs/Nomination-Guidelines-19.pdf). |
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| For the sole purpose of measuring the College’s progress in achieving its diversity and inclusion goals, do you believe your nominee is a diverse candidate? In its bylaws, the College defines diversity as “race, ethnicity, gender, sexual orientation, disabilities and nationality.” |
| **Enter your answer (yes/no) here:** |

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| Nominations must be accompanied by the nominee’s LinkedIn profile or a CV/Resume. Provide the LinkedIn link below or state you will provide a CV/Resume: |

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| (Recommended) List one or more [current College Fellows](https://www.collegeoflpm.org/current-fellows-list) who can provide additional back­ground information or recommendations for the nominee.   (Do not list the nominator or seconder. Please contact the references before submitting this nomination to confirm their support and willingness to be contacted by a Trustee. | |
| Name |  |
| Email |  |
| Phone | (include area code; for numbers outside  of North America, the country code) |
|  | |
| Name |  |
| Email |  |
| Phone | (include area code; for numbers outside  of North America, the country code) |
|  | |
| Name |  |
| Email |  |
| Phone | (include area code; for numbers outside  of North America, the country code) |

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| Write a paragraph of 125–175 words to serve as the citation that will introduce this candidate as a Fellow at the induction ceremony. Please include the candidate’s name, title, and place of employment in the first sentence. This paragraph will be published, so please make it an interesting summation. Be sure to highlight the nominee’s professional achievements including how they’ve given back to the legal industry BEYOND the focus of their job. Also include personal attributes that set this individual apart. Examples are in the online [Fellows Directory](https://www.collegeoflpm.org/fellows-search#/). |
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