

Memphis Professional Development Program (MPDP)



**2021-22 Program Handbook &
Team of the Year
Scholarship Competition Rules**
University of Memphis School of Law

We Rise by Lifting Others!

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Purpose

Provide law student networking and other professional development opportunities that inspire support systems that maximize student potential in law school and beyond.

Objectives

- Provide unique and engaging professional development opportunities, especially to students traditionally underrepresented in the legal profession.
- Encourage a supportive community of mentoring professionals by providing opportunities to develop organic mentor-mentee relationships.
- Provide award incentives for professional development in students and recognize supporting mentors.

Partners

Although we value each supporter of the program, including the many organizations represented through our professional-attorney mentors, the following are our official 2021-2022 organizational partners:

Ben F. Jones Chapter of the National Bar Association (Since 2019)

HT Lockard Foundation (Since 2020)

Association for Women Attorneys, Memphis Chapter (Since 2021)

2021-2022 Events

Virtual Informational Meeting

Thursday, Sept 23rd 5:30pm

Professional Networking Workshop

Featuring Attorney Patrick Hillard of Burch, Porter, & Jonson

Co-Sponsored by the Black Law Students Association

Wednesday, October 7th 12pm

In-person, student-only event

Speed Mentoring Event

Thursday, October 28th 5:30p

In-person event

Virtual Judicial Mixer

Co-Sponsored by the Ben F. Jones Chapter of the National Bar Association

Thursday, January 27, 2022 (5:30p)

Student-and-judiciary only event

Resumes, Cover Letters, & Interviews:

Advice for Underrepresented Groups

Co-Sponsored by the Association for Women Attorneys

Wednesday, March 16, 2022 (12p)

Closing Ceremony

Co-Sponsored by the HT Lockard Foundation

Thursday, April 7, 2022 (6p)

Award & Competition Deadlines

Team Reveal Deadline: February 1st

Award Application Deadline: March 15th

MPDP “Team of the Year” Scholarship Competition

Purpose: For productive and supported careers, attorneys must interact positively with an entire community of professionals in different ways. To help create the beginnings of that community, MPDP participants are strongly encouraged and incentivized to form “mentoring teams.”



Awards: Team of the Year (TOY) is awarded to mentoring teams that most demonstrate strong interpersonal relationships and dedication to the professional development of student members on the team.

We expect to award TOY awards in the following amounts based on funding availability, student participation, and the number of teams that submit awards:

Team of the Year--\$5,000

Runner Up 1--\$2,000

Runner Up 2--\$1,000

It is expected that student team members will split the team award. Awards will be directly paid to students.

Team Reveal: Only Teams formed and “revealed” using [this form](#) by the February 1, 2022 deadline are eligible to compete for Team of the Year awards.

Application: Award selection is based on an electronic TOY application and point system. Student team members are encouraged to take the lead on forming teams and completing the TOY application. Application, rules, deadlines, and other criteria subject to change based on competition participation and funding availability. The TOY electronic application will be available March 1st and will remain open until the March 31st submission deadline.

See the Appendices of this handbook for the contents of the TOY application and point system.

Mentoring Team Criteria: MPDP has traditionally encouraged mentoring teams that include several students and professional-attorney mentors. Teams should connect motivated students with legal professionals that collectively possess a diverse array of practice and life experience.

Teams must meet the following criteria to be eligible for TOY scholarship awards:

- Include at least 5 members total, with at least 2 student mentees and 2 attorney-professional mentors.
- For purposes of point system calculation, may not be larger than 6 members.¹
- Student team members must be in good academic standing with Memphis School of Law.
- Make efforts to have diverse demographic representation on the team.

Additionally, teams are not limited to individuals participating in MPDP events. Participants may not be a member of more than one team.

Tips on Creating Teams:

- The program contemplates a student-driven team-forming process. However, attorney-professionals may promote forming teams as well.
- Use MPDP events to identify potential team members—attendees are interested in mentoring relationships.
- Ask potential team members whether they are open to serving on a mentoring team and competing for Team of the Year in the MPDP program. Let prospective student mentees and mentor professionals know the competition is for a scholarship award.
- Once you identify a team mentor, ask them for help with recruiting good additional attorney mentor team members.

¹ Teams may include more than 6 members, but members in excess of 6 would be not included in the point system calculation for the TOY application.

- Be strategic for your best chances at winning Team of the Year! See the Team of the Year point system in the Appendices of the handbook for more information.

Other Awards & Criteria

STUDENT MENTEE AWARDS

Students may apply for the following MPDP awards beginning February 1, 2022. Student award applications require a MPDP Team nomination on the Team of the Year application.

Apprentice Award (\$500): This MPDP team mentee shows genuine interest in developing as a professional consistently seeking opportunities to improve professionally. Mentee should demonstrate excellent professional decorum and the ability to network naturally with legal professionals.

Leadership Award (\$500): This MPDP team mentee demonstrates excellence in leadership. Service to community and/or law student organizations required for this nomination.

PROFESSIONAL MENTOR AWARDS

Mentor Teams may nominate individuals for Mentor Awards beginning February 1, 2022, on the Team of the Year application.

Mentor of the Year: This award goes to an MPDP team mentor who consistently goes above and beyond for team mentees and is proactive in engaging team mentees with the Memphis Legal community.

Game Changer Award: This award goes to the legal professional that has significantly impacted the Memphis-Shelby County legal community. This professional shows dedication to improving the greater Memphis community and/or developing young professionals. Nominations for this award are not limited to MPDP team participants.

MPDP Mentee-Mentor Best Practices

Student Mentee Best Practices

- Own the opportunity and take initiative in meeting potential mentors.
- Be open, honest, and authentic.
- Practice active listening and show genuine interest in the mentor's practice and contributions.
- Be open to and willing to accept advice.
- Mirror mentor cues and good mentor behavior.
- Show gratitude.
- Be reliable, follow up regularly, & be respectful of mentor time. Generally, attorneys are extremely busy—show respect by honoring your commitments when attorneys set aside time for you.

Attorney & Professional Mentor Best Practices

- Share professional and personally when comfortable and as necessary
- Share successes as well as failures
- Encourage independence by asking questions
- Provide feedback and modify the relationship as necessary
- Communicate resources and opportunities
- Be willing to learn from your mentee
- Don't judge, try to understand
- Try to respond to student emails and phone calls. After one or two unreturned emails, texts, or phone messages or scheduling problems,

students interpret this as lack of interest or being too busy and stop trying to reach you for fear of being bothersome.

APPENDICES

Team of the Year Application²

1. Team Name:
2. List all attorney mentor team members.
3. List all student team members.
4. What is your TOY Competition score based on the TOY Competition Point System? Explain your score.
5. What information can you provide about the events and activities your team participated in that should be considering in naming the team of the year?
6. What information can you provide about the student team members that should be considered in naming the team of the year?
7. What information can you provide about the mentor/attorney team members that should be considered in naming the team of the year?
8. Do you have an attorney-mentor of the year nomination? Explain the basis of the nomination.
9. Do you have a student mentee of the year nomination? Explain the basis of the nomination.

² The TOY application will be electronic and available beginning March 1st; this preview is provided so that teams know what questions they will be asked to answer in the application.

Team of the Year Competition Point System

3 points for each team attorney mentor; 2 points for each team student mentee

1 point each team member for each MPDP-hosted event attended (e.g., if student 1 attended 3 events that is 3 points total for that team member)

2 points for each team attorney mentor currently holding the rank of “partner” and/or that have executive-level duties in an organization.

2 points for each team mentor currently holding the title of “professor” or “adjunct professor”

3 points for each team mentor currently a member of the judiciary.

2 points for each student team member who is a leader of a student organization (i.e., holding an officer position).

2 points for each student team member who has or will represent Memphis Law in a mock trial or moot court competition during the 2021-2022 academic year.

2 points for each team mentor currently practicing and living in Nashville.

2 points for each team mentor currently a member of Ben F. Jones Chapter of the National Bar Association.

2 points for each team mentor currently a member of the Association for Women Attorneys (Memphis graduate chapter).

3 points for each team mentor holding 15 years or more of practice experience; 2 points for 10-14 years; 1 point for 5-9 years.

2 points for each Memphis Law alumni mentor.

2 points for each team self-organized professional development opportunity or gathering including at least one student mentee and one attorney mentor. 1 additional point for any philanthropic or service-oriented events or opportunities.

5 points for each team self-organized professional development opportunity or gathering including at least three team members. 2 additional points for any philanthropic or service-oriented events or opportunities.

Mentor Team 7-Step Worksheet

This worksheet is provided to support the best team mentoring experience possible. Upon forming your team, schedule a team meeting to work your way through each step!

<p>STEP 1: Decide the best form(s) of communication.</p>	<p><i>Email? Text? GroupMe?</i></p> <p><i>Do any team members have communication limitations?</i></p>
<p>STEP 2: Decide how you are comfortable meeting as a team, especially considering possible COVID-19 concerns and team size.</p>	<p><i>In-person?</i></p> <p><i>Virtually?</i></p> <p><i>Outdoor only?</i></p> <p><i>Vaccination and at-risk discussion, if appropriate.</i></p>
<p>STEP 3: Review Mentor and Mentee Best Practices together and agree on other best practices for your team.</p>	<p><i>See page 8.</i></p>
<p>STEP 4: Brainstorm possible team activities and experiences.</p>	<p><i>Suggestions:</i></p> <p><i>Attend professional events such as ceremonies, CLEs, and programs hosted by local bar organizations.</i></p> <p><i>Coffee, lunch, and social activities; Zoom interactions, texts, and phone calls.</i></p> <p><i>Invitations to speak at or attend law school events.</i></p>

<p>STEP 5: Appoint a team member to coordinate each decided social event/activity.</p>	
<p>STEP 6: Set Expectations</p>	<p><i>What are student mentee needs (e.g., resume review, job opportunities, networking, career exposure)? What can mentors offer?</i></p> <p><i>What is a comfortable amount of contact for everyone? How many activities?</i></p> <p><i>What are time periods to stay away from for proposed activities and communications?</i></p>
<p>STEP 7: Discuss the Team of the Year Application and point system.</p>	<p><i>Decide who will complete the application and set internal deadlines consistent with the team activities chosen.</i></p> <p>Reminder: <i>Team of the Year application deadline is March 15th.</i></p>

Mentoring Resources

For Student Mentees—

[Law Students: How To Get The Best Out Of A Mentoring Program](#), Lawyer Monthly

[How to Make the Most of a Law School Mentor](#), ABA for Law Students

For Professional Mentors—

[The Art of Mentorship](#), Marquette University Faculty Blog

[INSIGHT: Mentoring Diverse Attorneys During the Pandemic](#), Bloomberg Law

For Law Professors—

[Mentoring Matters: Teaching Law Students the Value of the Mentoring Relationship](#), Thomson Reuters