



New York Coalition Committee List and Descriptions

1. **Programming Steering Committee** – The Programming Steering Committee is charged with creating and coordinating the annual programming schedule for the Coalition, including (a) an event every 6-8 weeks for Coalition members from “brown bag” telephonic events to formal in-person events; (b) one more expansive annual in-person event open to all member firms, law departments and individual members; and (c) networking opportunities and events for Coalition members. The Programming Steering Committee often invites speakers or other guests to speak at the programming events to educate the members on various legal, business, leadership and professionalism topics. In addition, the Programming Steering Committee liaises with other committees (e.g., Membership, PR, etc.) to increase awareness of the Coalition in general, to advertise upcoming events, and to post information regarding or summaries about past events. Our goal is to make the Coalition’s programming valuable, relevant and engaging for all members of the Coalition.
2. **Associates Committee** - The Associates Committee works with the Programming Steering Committee. It is responsible for developing programming directed to the associate delegates of the Coalition, for ensuring that the Coalition is relevant to associates at member firms, and that associates take advantage of the opportunities presented to them by the Coalition.
3. **In-House Counsel Committee** – The In-House Counsel Committee works with the Programming Steering Committee and is responsible for developing and increasing the Coalition’s in-house/corporate counsel membership, and for developing programming directed to the in-house counsel members of the Coalition.
4. **Membership Committee** – The Membership Committee is responsible for recruiting new member firms and new in-house counsel (individually and as corporate members) to the Coalition. The Membership Committee is responsible for preparing standard materials to distribute to prospective members and for implementing a welcome protocol for each new member. It also follows up with past members that did not renew their membership in order to evaluate the reason for the non-renewal. The Membership Committee helps coordinate the preparation of the annual “Year in Review” report that is provided to members at the time of renewal as a summary of the value received from their Coalition membership.