

### **Introduction Letter to Volunteer Lawyers:**

The Colorado Women’s Bar Association (“CWBA”) has developed this Lawyers Teaching for Change program with the goal of increasing the number of diverse students that enter the practice of law. Volunteer Lawyers are encouraged to keep this goal in mind when selecting schools to partner with.

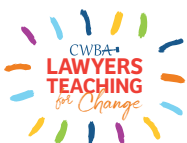
This packet is designed to be used for grades 3-5. This course is designed to be a two-session course (approximately 1.5 hours each day). Session one is a classroom lesson on the practice of law and session two is a mock trial (the course can be modified as necessary, such as by combining both sessions into one, or only doing the classroom lesson or the mock trial).

**Session 1** - Classroom Lesson: An outline for the Classroom Lesson is included in this packet. The outline provides Volunteer Lawyers with suggested talking points.

**Session 2** - the Mock Trial: Two mock trial scripts are included in this packet (“Cameron’s Missing Lunch” and “The Problem of SpongeBob Round Pants”). Volunteers are to pick one of the mock trial scripts or let the classroom teacher and/or students select the script that will be used for the mock trial.

Thank you for volunteering your time to this important project! Have fun showing our children the wonders of our profession and the heights they can reach!

Sincerely,  
*CWBA’s Lawyers Teaching for Change Team*



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## GUIDELINES FOR VOLUNTEERS

Thank you for your commitment to Lawyer's Teaching for a Change! The following guidelines will help ensure your volunteer experience will be successful for you and the school.

1. You are welcome to volunteer alone, or in pairs. If you are uncomfortable volunteering alone, contact the Lawyer's Teaching for Change chair, who can pair you with a more experienced volunteer (Laura Martinez at [lmartinez@fwlaw.com](mailto:lmartinez@fwlaw.com); 303-894-4401). If you have any questions or concerns (or feedback) contact Laura.
2. If you schedule to appear at a school, follow through. Barring a legitimate emergency, there should be no "no shows" or last minute cancellations.
3. Make sure you are compliant with the local policies of the school you are volunteering with.
  - a. Do they require vaccination/proof of vaccination?
  - b. Do they require a background check?
  - c. Do they require you to wear a mask?
  - d. Do they require you to have insurance? (Keep in mind, you do not have to be a CWBA member to volunteer but only CWBA members are covered by the CWBA insurance policy)
4. Please do not photograph students.
5. Be mindful of personal space. Because we do not know the kids and where the comfort level is with touch, it is best to avoid any kind of touching.
6. Please do not administer discipline in the classroom. The teacher should be in the room with you at all times and they can handle the discipline if necessary.
7. When you have completed a volunteer program, you and the educator will be sent an online survey to complete. This survey helps us improve the program and helps us gather data needed to apply for sponsorship funding, etc. To that end, please let us know when you have completed your volunteer program and provide us with the teacher's email address. Please note the survey asks for the number of students reached, so please estimate this when you are in the classroom.

**THANK YOU!**



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