

## **Biannual GRAWA/MCBA Family Friendly Employer Award Nomination Form**

The Family Friendly Employer Award is presented to the legal employer in the Rochester area that has distinguished itself by establishing employment policies that enable employees to balance their work and family commitments. The award is presented at GRAWA's Annual Installation Dinner.

**Eligibility Requirements:** Any legal employer in the Monroe County area, in either the public or private sector, employing at least five employees. Anyone familiar with the employer can submit a nomination.

Your Name: \_\_\_\_\_

Telephone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name and Address of Legal Employer Nominated:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Relationship to Nominated Employer: (Please check)

• Current Employee \_\_\_\_\_

• Former Employee \_\_\_\_\_

• Other \_\_\_\_\_

Length of Your Employment/Relationship: \_\_\_\_\_

Contact Information of Representative from Nominee Workplace (Able to provide personnel policies if available): \_\_\_\_\_

**On a separate sheet**, please explain in detail why you believe this employer is worthy of recognition for its family friendly employment policies. Please be specific as to any relevant factors including, but not limited to, the following:

- maternity/paternity/adoption leave; sick leave/vacation leave; and/or elder care;
- part-time employment; part-time partnership, if applicable;
- yearly billable hours requirement; non-billable hours requirement; average billable hours actually worked for the year;
- flexible work schedules; telecommuting;
- mentoring (formal or informal for women attorneys; for new attorneys; etc.);
- accommodations for nursing mothers (locked conference room; refrigerator; locked office; etc.);
- how alternative work arrangements impact making partner or advancing in a company.

Please support your nomination with any specific examples regarding the policies, and of individuals who have taken advantage of such polices. Discuss how the company treats both attorneys and staff. Quotes from other attorneys or staff supporting the nomination are helpful. If there are written personnel polices that relate to the nomination, please submit a copy.

Please send all nomination materials and direct all questions concerning the nomination process, to:

[reitkoppe@hotmail.com](mailto:reitkoppe@hotmail.com)

**Nominations must be received no later than April 9, 2010.**