



THE NHBA LEADERSHIP ACADEMY

Application Information and Instructions

The NHBA Leadership Academy is now accepting applications for the incoming 2025-2026 Academy class. The deadline for submitting applications is Tuesday September 2nd, at 5:00 p.m.

The NHBA Leadership Academy is a nine-month leadership-training program designed to foster the professional growth and enhance the leadership skills of a diverse group of attorneys. Its mission is:

To promote and encourage leadership and professionalism by identifying present and future leaders who are members of the New Hampshire Bar and to provide them with a program designed to develop leadership skills; to foster camaraderie; and to provide exposure to leaders in the legal, business, and government communities.

Up to 15 attorney members of the NHBA, will be carefully selected for this Academy, with curriculum most meaningful for those in practice less than ten years. Generally, the monthly programs, which run from October through June will be 4 to 5 hours long. Participants will receive CLE credits for Mid-Year Meeting, CLEs offered at the Annual Meeting and there may be CLE credits available for some other sessions.

Academy Requirements

- ☐ Admitted to practice law on or before 7/2025 and a current member in good standing of the NHBA.
- ☐ Applicants must submit a cover letter, resume, application, references and participant and employer commitment by Tuesday September 2nd, 2025, at 5:00 p.m. (See page 2 for more detailed instructions)
- ☐ Upon acceptance, participants must submit the \$750.00 NHBA Leadership Academy Participation Fee. (Limited financial aid may be available, depending on resources. Participants must pay at least a portion of the fee to demonstrate their commitment.) For Financial Aid information, please contact Rebecca Bunyard, Leadership Academy Staff Liaison at (603) 715-3213.
- ☐ Participants must attend and actively engage in all program modules, which will run from October 2025-June 2026, (dates listed on page 5 commitment form) including the Midyear and Annual meetings (registration and essential lodging costs of required events are included in the Leadership Academy participation fee).
- ☐ Time commitment may include advance “homework” assignments for modules, in addition to the 4-5 hour module each month.
- ☐ Time commitment will include time dedicated to a community service project.
- ☐ Post-graduation, Academy participants are required to engage in a two-year service commitment on an approved NHBA committee or other Bar-related activity, or other mission-appropriate activity.

Instructions for Submitting the Application

Required Materials

1. Cover Letter

Submit a cover letter expressing your interest in participating in the Leadership Academy and include how your particular background and skill sets will contribute to the mission of the NHBA Bar Leadership Academy.

2. Professional resume to include:

- ☐ College and law school education
- ☐ Volunteer /community / bar activity
- ☐ Extra-curricular activities, leadership positions, and honors/awards received.

3. Completed application form

Both a completed application form and a professional resume, *are* required. Submission is considered incomplete without both items.

- ☐ Type responses on this form or download application from <https://www.nhbar.org/leadership-academy>
- ☐ Answer all questions completely: incomplete applications will not be accepted.
- ☐ Direct any questions to Rebecca Bunyard, the Leadership Academy Staff Liaison at (603) 715-3213.

4. List of references, to include name, title, phone number, email address, and relationship to applicant.

5. Commitment Statement

- ☐ This form requires acknowledgement and signature of BOTH applicant and his or her employer.
- ☐ Please review and discuss the leadership program requirements with your employer prior to applying.

Submit completed application and other materials no later than **5:00 p.m. on Tuesday September 2nd, 2025**, to the Steering Committee of the New Hampshire Bar Association Leadership Academy in one of the following ways:

By mail: NHBA Leadership Academy
2 Pillsbury Street – Suite 300
Concord, New Hampshire 03301

By e-mail: rbunyard@nhbar.org



**SUBMISSION DEADLINE FOR APPLICATIONS IS
September 2nd, 2025 BY 5:00 P.M**

APPLICATION

NAME: _____

(As desired for official roster listing)

BUSINESS ADDRESS: _____

PHONE NUMBER: () _____ E-MAIL: _____

FIRM/EMPLOYER: _____

POSITION: _____

NUMBER OF YEARS IN PRACTICE: _____

PRACTICE AREA(S): _____

YEAR ADMITTED TO THE NH BAR: _____

CURRENT BAR STATUS: ACTIVE or INACTIVE (Circle one)

If you have ever held INACTIVE status, on a separate sheet and using 250 words or less, please (1) state when you held INACTIVE status; and (2) describe your involvement with New Hampshire practice, New Hampshire Bar Association, and New Hampshire law during your inactive status period.

Have you previously applied for participation in the NHBA Leadership Academy? ____ Yes ____ No

How did you hear about the NHBA Leadership Academy? _____

(Please list specific person if possible)



Please include any additional information you would like the committee to consider when reviewing your application.

References

Use this portion of the application to designate two individuals (at least one outside your firm) who will serve as personal references to you and who are knowledgeable about your community service, leadership experience, and skills.

Name:
Company/Organization:
Title:
Business Phone:
Business Email Address:

Name:
Company/Organization:
Title:
Business Phone:
Business Email Address:

Commitment Statement

I am aware that I am expected to commit to **full attendance and participation** (including any homework assignments) in all the following scheduled events. **Any exceptional circumstance MUST BE brought to the attention of the committee in advance for approval as an exception and assigned alternate programming. I**



understand that failure to participate may result in my dismissal from the program. Any such decision will be left to the discretion of the Steering Committee of the New Hampshire Bar Association.

ATTEND	September 25, 2025 Welcome Reception: 5:00-7:00 p.m. NHBA 2 Pillsbury St, Suite 300, Concord
ATTEND	Friday, October 17 (full day) & Saturday October 18, (half day), 2025: Kickoff Retreat Location TBA
ATTEND	Thursday, November 6, 2025: Business Module: 1:00 - 6:00 p.m.
ATTEND	Thursday, December 4, 2025: Media Relations & Public Speaking, 1:00 - 6:00 p.m.
ATTEND	Thursday, January 8, 2026, Judicial Module, 1:00 – 6:00 p.m.
RESERVE	Thursday, January 15, 2026, Judicial Module Snow Date, 1:00 – 6:00 p.m.
ATTEND	February 20, 2026: Midyear Meeting Date-Full Day Attendance. DoubleTree by Hilton Manchester Downtown, Manchester, NH
ATTEND	Thursday, March 5, 2026: Social Justice Module, 1:00-6:00 p.m.
RESERVE	Thursday, March 12, 2026: Snow Date, Social Justice Module, 1:00-6:00 p.m.
ATTEND	Friday, April 3, 2026: Legislative/Executive Branches, 1:00 – 6:00 p.m.
ATTEND	May 7, 2026: Reflection reception 5:00-7:00 p.m. NHBA
ATTEND	June 2026: NHBA Annual Meeting: (graduation)

- 1) I am aware that I am expected to complete community service hours, which will include preparation time outside of regularly scheduled classes.
- 2) I am also aware that, upon completion of the program, I am committing to two years of participation in an approved NHBA or other mission-appropriate activity.

(Signature)

(Date)

I have discussed the time commitment and expectation of the NHBA Leadership Academy and fully support the above applicant's acceptance into the Academy.

Signature of Supervisor/Employer

