

## APPENDIX A

### DESIGNATED EMPLOYEE POSITIONS<sup>1</sup>

(Amended by the Board of Governors on January 7, 2011)  
Legislative style with Deletions in ~~strike-out~~ and Additions in **Highlight**

#### OFFICE AND POSITIONS

##### I. Office of the Executive Director

Executive Director & Secretary	Disclosure Categories – 1
Deputy Executive Director	Disclosure Categories – 1
Manager Planning and Administration	Disclosure Categories – 4, 11, 12
Senior Administrative Specialist JNE & Appts	Disclosure Categories – 4, 11, 12
Senior Administrative Specialist	Disclosure Categories – 20
<del>Attorney III (Confidential)</del>	Disclosure Categories – <del>20</del>
<b>Director Office of Legal Services</b>	<b>Disclosure Categories – 2, 4, 6, 10, 11, 14, 17, 18</b>
Program Coordinator	Disclosure Categories – 2, 4, 10, 11, 18
Program Developer	Disclosure Categories – 2, 4, 10, 11, 14, 17, 18
Senior Administrative Assistant	Disclosure Categories – 2, 4, 10, 11, 14, 17, 18
<b>Managing Dir Legal Services Trust Fund</b>	<b>Disclosure Categories – 2, 4, 6, 10, 11, 14, 18</b>
Senior Grants Administrator	Disclosure Categories – 20
Senior Administrative Assistant	Disclosure Categories – 20
Director of Media Services & Information	Disclosure Categories – 2, 7, 14, 18, 19
Web Editor	Disclosure Categories – 2, 7, 19
Editor / General Manager Cal Bar Journal	Disclosure Categories – 2, 14, 19
Publication & Production Assistant	Disclosure Categories – 20
Public Information Officer	Disclosure Categories – 20
<b>Managing Director Bar Relations Outreach</b>	<b>Disclosure Categories – 2, 4, 10, 11, 14, 17, 18, 19</b>
<b>Program/Court Systems Analyst</b>	<b>Disclosure Categories – 2, 4, 10, 11, 14, 17, 18, 19</b>
Director of Professional Competence	Disclosure Categories – 2, 4, 7, 9, 10, 11, 14, 17
Senior Administrative Specialist	Disclosure Categories – 2, 4, 7, 9, 10, 11, 14, 17
Attorney, Professional Competence	Disclosure Categories – 20
Manager Human Resources	Disclosure Categories – 5, 7, 8
Senior Human Resources Analyst	Disclosure Categories – 5, 7, 8
Human Resources Employment Representative	Disclosure Categories – 8
Human Resources Representative	Disclosure Categories – 20
<b>Managing Director Diversity Outreach</b>	<b>Disclosure Categories – 2, 4, 10, 11, 14, 17, 18</b>
<b>Senior Administrative Assistant</b>	<b>Disclosure Categories – 2, 4, 10, 11, 14, 17, 18</b>

##### II. Operations

Director Operations	Disclosure Categories – 1
Deputy Director Operations – LA	Disclosure Categories – 2, 4, 5, 6, 10, 11, 13, 14, 15, 18
<del>Supervisor of Facilities</del>	Disclosure Categories – <del>40</del>
Supervisor Office & Reception Services	Disclosure Categories – 2, 4, 10, 11, <b>14, 18</b>
Administrative Specialist	Disclosure Categories – <b>2</b> , 4, 10, 11, 13
Deputy Director Operations – SF	Disclosure Categories – 2, 4, 5, 6, 10, 11, 13, 14, 15, 18
Supervisor Office & Reception Services	Disclosure Categories – 2, 4, 10, 11, 14, 18
Supervisor Offset Printing	Disclosure Categories – 2, 10, 14
Senior Librarian / Archivist	Disclosure Categories – 10, 17

##### III. Office of the Chief Trial Counsel

Chief Trial Counsel	Disclosure Categories – 1
Special Assistant to Chief Trial Counsel	Disclosure Categories – 20
Deputy Chief Trial Counsel	Disclosure Categories – 20
Assistant Chief Trial Counsel	Disclosure Categories – 20
Dir Central Administration	Disclosure Categories – 7, 10
Manager Central Administration	Disclosure Categories – 20

<sup>1</sup> Where employees in both San Francisco and Los Angeles have the same job title, only the job title appears and not the location. Employees in either location with the indicated job title should file conflicts reports according to the category listed.

## **OFFICE AND POSITIONS**

### **IV. State Bar Court**

State Bar Court Judge	Disclosure Categories – 20
Administrative Officer	Disclosure Categories – 1
Director Client Security Fund	Disclosure Categories – 20
Senior Administrative Supervisor	Disclosure Categories – 20
Director Fee Arbitration	Disclosure Categories – 4
Senior Administrative Assistant	Disclosure Categories – 20
Chief Court Counsel	Disclosure Categories – 20
Chief Assistant Court Counsel	Disclosure Categories – 20
Court Administrator	Disclosure Categories – 20
Court Services Analyst Technician	Disclosure Categories – 20
Administrative Specialist II	Disclosure Categories – 20
Senior Attorney, Probation	Disclosure Categories – 20

### **V. Admissions**

Senior Executive Admissions	Disclosure Categories – 1
Sr. Administrative Assistant	Disclosure Categories – 2, 3, 4, 7, 9, 10, 11, 13
Administrative Specialist	Disclosure Categories – 20
Director for Educational Standards	Disclosure Categories – 2, 3, 4, 7, 10, 11, 13, 14, 17, 18
Sr. Administrative Assistant	Disclosure Categories – 4, 11, 17
Director for Examinations	Disclosure Categories – 2, 3, 4, 7, 10, 11, 13, 14, 18
Examination Technician	Disclosure Categories – 2, 4, 7, 10, 11, 18
Director for Legal Specialization	Disclosure Categories – 2, 3, 4, 7, 10, 11, 13, 14, 17, 18, 19
Senior Administrative Assistant	Disclosure Categories – 4, 11
Section Chief, Legal Specialization	Disclosure Categories – 2, 4, 7, 8, 9, 10, 11, 13, 14
Director for Administration	Disclosure Categories – 2, 3, 4, 7, 8, 9, 10, 11, 13, 14, 18
Section Chief, Administration	Disclosure Categories – 2, 4, 7, 10, 14
Section Chief, Examinations Grading	Disclosure Categories – 2, 4, 7, 10, 14
Director for Moral Character Determinations	Disclosure Categories – 2, 3, 4, 7, 10, 11, 16, 18
Section Chief, Moral Character Determinations	Disclosure Categories – 20
Director Operations & Management – LA	Disclosure Categories – 2, 4, 6, 7, 10, 11, 13, 14
Deputy Director Operations & Management	Disclosure Categories – 2, 4, 6, 7, 10, 11, 13, 14
Section Chief, Examination Administration	Disclosure Categories – 2, 4, 7, 8, 9, 10, 11, 13, 14
Section Chief, Application Preprocessing	Disclosure Categories – 20
Section Chief, Eligibility	Disclosure Categories – 20
Section Chief, Applicant Services	Disclosure Categories – 20

### **VI. Office of Member Services**

Senior Executive, Member Services	Disclosure Categories – 1
Managing Director Diversity Outreach	Disclosure Categories – 2, 4, 10, 11, 14, 17, 18
Senior Administrative Assistant	Disclosure Categories – 2, 4, 10, 11, 14, 17, 18
Director of Legal Services Outreach	Disclosure Categories – 2, 4, 6, 10, 11, 14, 17, 18
Director Office of Legal Services	Disclosure Categories – 2, 4, 6, 10, 11, 14, 17, 18
Program Coordinator	Disclosure Categories – 2, 4, 10, 11, 18
Managing Dir Legal Services Trust Fund	Disclosure Categories – 2, 4, 6, 10, 11, 14, 18
Senior Grants Administrator	Disclosure Categories – 20
Senior Administrative Assistant	Disclosure Categories – 20
Managing Director Bar Relations Outreach	Disclosure Categories – 2, 4, 10, 11, 14, 17, 18
Program Coordinator	Disclosure Categories – 2, 4, 10, 11, 14, 17, 18
Director Lawyer Assistance Program	Disclosure Categories – 2, 4, 7, 10, 16, 17, 18, 19
Special Assistant to the Director of LAP	Disclosure Categories – 2, 4, 7, 10, 16, 17, 18, 19
Clinical Director	Disclosure Categories – 2, 4, 7, 10, 16, 17, 18, 19
Director Administration, Member Services	Disclosure Categories – 2, 4, 5, 6, 7, 10, 11, 14, 17
Senior Administrative Assistant	Disclosure Categories – 4, 5
Senior Administrative Assistant	Disclosure Categories – 4, 5
Senior Administrative Supervisor	Disclosure Categories – 2, 4, 5, 6, 7, 10, 11, 14, 17
Senior Administrative Supervisor	Disclosure Categories – 20
Director Section Education & Meeting Services	Disclosure Categories – 2, 4, 10, 11, 17, 18

## **OFFICE AND POSITIONS**

### **VI. Office of Member Services (Continued)**

Manager Section Education & Meeting Svcs	Disclosure Categories – 2, 4, 10, 11, 17, 18
Meeting & Event Administrator	Disclosure Categories – 2, 4, 10, 11, 17, 18
Section Coordinator	Disclosure Categories – 2, 4, 10, 11, 17, 18
Senior Administrative Assistant	Disclosure Categories – 2, 4, 11, 14

### **VII. Office of General Counsel**

General Counsel	Disclosure Categories – 1
Chief Assistant General Counsel	Disclosure Categories – 20
Assistant General Counsel	Disclosure Categories – 20
Managing Director of Administration	Disclosure Categories – 9, 10
Attorney III (Confidential)	Disclosure Categories – 20

### **VIII. Office of Administration & Finance**

Senior Executive for Finance / CFO	Disclosure Categories – 1
Manager Finance	Disclosure Categories – 1
Supervisor of Accounting	Disclosure Categories – 6
Senior Financial Analyst	Disclosure Categories – 6

### **IX. Office of Information Technology**

Senior Executive for Information Technology	Disclosure Categories – 1
Director Technology Systems – LA	Disclosure Categories – 7, 10
Director Information Systems – SF	Disclosure Categories – 7, 10
Manager Systems Development	Disclosure Categories – 7, 10
Manager Telecommunications	Disclosure Categories – 7, 10
Manager InformationTech/Systems Projects	Disclosure Categories – 7, 10
Technical Support Administrator	Disclosure Categories – 20

### **X. Miscellaneous Boards & Commissions**

Committee on Group Insurance	Disclosure Categories – 20
Committee on Professional Liability Insurance	Disclosure Categories – 20
Lawyer Assistance Program Oversight Committee	Disclosure Categories – 20
Board of Legal Specialization	Disclosure Categories – 20
Advisory Commission, Legal Specialization	Disclosure Categories – 20
Committee of Bar Examiners	Disclosure Categories – 20
Client Security Fund Commission	Disclosure Categories – 20
Legal Services Trust Fund Commission	Disclosure Categories – 20
Consultants/Contractors	Disclosure Categories – 30