

Commonwealth of Massachusetts Board of Bar Examiners

Process for Selection of Bar Examination Graders

When the Board of Bar Examiners (BBE) has openings for graders of the Massachusetts essay bar examination, the BBE will seek experienced and qualified Massachusetts licensed attorneys to serve. The BBE's process for the selection of bar examination graders follows.

1. The BBE will publish a Notice of Opportunity seeking grader applications from all qualified attorneys. The Notice will be posted permanently on the BBE's website (www.mass.gov/bbe); published at least annually in Massachusetts Lawyers Weekly; and otherwise posted in places that are visible to Massachusetts attorneys.
2. Attorneys will be directed to submit letters of interest and resumes to the BBE offices. The materials will be reviewed by the Executive Director, who will determine whether each attorney meets the qualifications required of bar examination graders.
3. Graders must be licensed and in good standing with the Board of Bar Overseers, have at least five and preferably ten years of experience in the active practice or teaching of law, and be comfortable working in a collaborative team environment. A working knowledge of grading on a relative scale and experience with Microsoft Office Excel is preferred.
4. Graders will be selected solely on the basis of merit. No person may be selected as a grader if he or she is an immediate family member¹ of a BBE employee or Board Member. Bar examination graders may not be affiliated professionally with any bar review course.
5. Materials submitted by all qualified attorneys will be forwarded by the Executive Director to BBE Board Members for further review and evaluation. Board Members will interview qualified attorneys as grader opportunities become available. To maximize experience and expertise in grading, attorneys who are selected as graders by a Board Member may remain on the list of available graders for successive bar examinations.
6. Graders are not employees. Graders contract with the Commonwealth on an annual basis to provide this service. Graders are compensated per essay graded, currently compensated at \$6.00 per essay graded.

¹ Immediate family members include the employee or Board Member and his or her spouse, and their parents, children, brothers and sisters.