

March 2012  
Volume 3, Issue 2

# NFPA News



## CALENDAR

**NEXT PCCE™ SCORING  
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APRIL 20-23, 2012  
NASHVILLE, TN**

**SUMMER BOARD  
MEETING, JULY 21-22,  
2012**

## There Are No Paralegal Job Openings!

By: Vivian Luckiewicz, RP®, Pa.C.P.



With so many qualified legal professionals seeking work, it can be difficult to land an interview, let alone a job, with a law firm. If your job search is turning up few leads, it may be time to expand your scope. Through education and professional training, paralegals typically possess a unique set of transferable skills that can be applied to a number of jobs outside of a typical law firm or corporate law department.

Some of the nontraditional areas in which a paralegal could excel include administrative, managerial and business positions in the fields of finance, insurance, real estate, healthcare and compliance. The government also offers a range of opportunities through its agencies, the U.S. Attorney's Office, Army, Environmental Protection Agency, and more. A brief web search revealed numerous positions for which a paralegal would be a good fit, such as federal disaster recovery coordinator, pension program analyst, compliance specialist, and policy analyst or security specialist. An even broader job search could include positions such as a recruiter with a staffing organization; an editor, journalist or copyeditor with a legal publisher; paralegal educator; sales and marketing representative with a legal vendor; Medicare advocate; or even a detective. The possibilities are endless!

Wondering how you can expand your job search? First, I suggest that you bookmark the following as your primary sources: [www.LinkedIn.com](http://www.LinkedIn.com), [www.SimplyHired.com](http://www.SimplyHired.com), [wwwIndeed.com](http://wwwIndeed.com), [www.Monster.com](http://www.Monster.com) and [www.CareerBuilder.com](http://www.CareerBuilder.com). Keep in mind when searching these more general job sites that it is important to use broad search terms and carefully read the job descriptions to see how closely your skills match. You might be surprised at the results. In addition, if you are seeking a position in a particular field, such as real estate, healthcare or education, I suggest doing a Google search for "jobs + [your field of interest]." A quick search turned up the following sites that had plenty of jobs listed: [www.realestatejobsite.com](http://www.realestatejobsite.com), [www.healthcarejobsite.com](http://www.healthcarejobsite.com), [www.compliancejobs.com](http://www.compliancejobs.com), [www.hospitaljobsonline.com](http://www.hospitaljobsonline.com), [www.financejobs.net](http://www.financejobs.net), [www.higheredjobs.com](http://www.higheredjobs.com). Openings with various government agencies can be found at [www.usajobs.gov](http://www.usajobs.gov).

## Advance Your Career With AIPS Online Courses

Advance your career with specialty courses provided on line by Advanced Institute for Paralegals Studies (AIPS). Upcoming programs are: litigation and alternative dispute resolution; corporate law; elder law; and foreclosure and debtor/creditor law. There are three or four courses required to attain a certificate in a specialty area. The next start date is March 6, 2012, with several other dates throughout the year. Link to AIPS [here](#).



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## **NFPA 2012 Joint Conference**

The 2012 NFPA Joint Conference is being held April 20-23, 2012 in Nashville, TN. Registration, agendas and hotel information have been posted to the NFPA website at [www.paralegals.org](http://www.paralegals.org). The Regulation Conference will be held on Friday, April 20, 2012. We have a great group of speakers who will discuss various aspects of regulation. We are delighted to have 2 speakers from the North Carolina State Bar to discuss the North Carolina Paralegal Certification Program. Alice Neece Mine is the Assistant Executive Director of the North Carolina State Bar. In this capacity she serves as staff counsel to the Ethics Board, Board of Legal Specialization, Director of CLE and Director of the Board of Paralegal Certification. Tara J. Wilder, Assistant Director of the Board of Paralegal Certification, has over 10 years of experience as a litigation paralegal and law office manager. Ms. Wilder coordinates and manages certification and education programs for certified paralegals. Their presentation will include discussion on the history of the North Carolina Paralegal Certification program and its operation.

## **Paralegal Bill of Rights**

In The Paralegal Society's "social club," which is hosted on LinkedIn, a Paralegal Bill of Rights was compiled from various paralegal entries. Below are the top 10, but the Paralegal Bill of Rights numbers 65 entries in all. Do you know your paralegal rights! For the complete list, see [The Paralegal Society](#). You have the right to:

1. Read the minds of attorneys for the power of all that is good in the legal kingdom.
2. Food, family and free time — so long as there isn't a trial this month.
3. A lunch break, so long as your attorney doesn't have a deadline.
4. Utilize the scissors on your desk as a makeshift weapon, so long as you're willing to do the jail time associated with said usage
5. Telepathically give supervising attorneys and clients the ability/suggestion to provide all the information/facts/paperwork needed to successfully draft documents.
6. Stamp the head of the supervising attorney or client with the "DRAFT" stamp if number 5 cannot be delivered.
7. Be treated with dignity and respect by each member of your firm.
8. Help clients with difficult situations and in turn, an opportunity to earn their respect, trust and gratitude.
9. Pretty darn good pay, decent benefits and some great colleagues.
10. Be loomed over by your own, personal dark cloud a/k/a the keeper of the misery (we all know every office has one).

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