
2017 CANDIDATE STATEMENT

Due Date: December 1, 2017

a. Explain your interest in the position;

I am writing to you to express my interest in the position of Vice President for New York City Paralegal Association, Inc.

b. Describe your qualifications for the position;

I have over 20 years of experience as a paralegal and hold Bachelors of Science in Legal Studies from New York City Technical College, Bachelors of Science in Engineering from Odessa Polytechnic University and Master in Business Administration from University of Phoenix. I also hold a position of an adjunct professor for the ABA-approved Paralegal Studies Program at Long Island University, Brooklyn College, teaching Business, Contracts and Real Estate law for over two years. In addition, I am Advisory Board Member for the Paralegal Studies Program at Berkeley College and Long Island University, Brooklyn College.

I became a member of New York City Paralegal Association, Inc. (the “Association” or “NYCPA”) in November 2007. In March 2008, I joined Board of Directors, created and became a Mentor Program Chairperson and hold this position since that time. In September 2009, I was elected and, in May 2011, I was re-elected for the position of the President of NYCPA. I was elected the Treasurer of NYCPA in May 2014 and held this position until November 2016. In addition, I am CLE Committee Chairperson since January 2013. Since joining the Association, I was always involved in leadership roles, mentorship and membership. Since October 2016, I hold the positions of Interim Vice President and Membership Chair.

I was always involved with the membership of NYCPA, know what the position of Vice President requires, familiar with NYCPA’s Bylaws and policies.

c. List the ideas you will bring to the position.

If elected:

- I will continue to serve as a Chairperson of the Membership Committee and manage members' database, including list of members within NYCPA and National Federation of Paralegal Associations.
- I will continue the Association's efforts to grow various types of membership by providing group discounts, sharing information about membership benefits via various social media, and visiting schools and law firms.
- I will seek out and add additional NYCPA member benefits like free or low cost CLEs and professional and personal growth trainings.
- I will work on maximizing membership retention by surveying current and former members of the Association and seeking their feedback on which programs and benefits they found beneficial and why and what other programs they are looking for.
- Together with other board members, I will coordinate events and materials to recognize and support new and existing members and sponsors.
- I would like to implement a membership renewal discount and re-introduce points system that allow members who attend the Associations events, volunteer for committees and community to receive discounts applicable toward membership renewal or attendance of events and CLEs free of charge.