



The Successful Legal Assistant

“Alternative Careers for Legal Assistants: A Panel Discussion”

Presented by
Linda S. Jevahirian, Legal Search & Management, Inc.



Tuesday, May 27, 2003
11:45 – 1:15 p.m.

Detroit Metropolitan Bar Association
645 Griswold, Detroit, MI 48226
Smart Detroit on the 13th floor of the Penobscot Building

Lunch Included
\$15.00 Students
\$20.00 DMBA Members
\$25.00 Non-Members

Legal Assistant Section Luncheon Registration

NAME(S): _____

FIRM: _____

ADDRESS: _____ CITY/STATE/ZIP: _____

PHONE: _____ FAX: _____ E-MAIL: _____

- Enclosed is a check for \$ _____ for _____ reservations.
- Please charge my MasterCard/Visa account \$ _____ for _____ reservations.

MasterCard/Visa Number: _____ Expiration

Date: _____ Signature: _____

All reservations are final – No refunds. Substitutions allowed.

RETURN BY FRIDAY, June 20, 2003:

MAIL: Detroit Metropolitan Bar Association
Attn: James Slaughter
645 Griswold, Suite 1356
Detroit, MI 48226

Fax: 313-965-0842
Phone: 313-961-6120 ext 206
jslaughter@detroitlawyer.org

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“The Successful Legal Assistant,” is the focus of the Detroit Metropolitan Bar Association (DMBA) paralegal membership, and it has been an absolute hit! Membership continues to grow and participants rave about the value of the speakers and the networking.

“The idea to start a membership for legal assistants was a significant one,” says Linda S. Jevahirian, President and Founder of Legal Search & Management, Inc. As soon as the opportunity for paralegal membership surfaced, Jevahirian took charge of developing and moderating the monthly programs.

“Legal assistants want the opportunity to network on issues that affect their profession. When the DMBA said they would offer membership to paralegals I thought it was an idea whose time had come. The concept of a lunch meeting the fourth Tuesday of the month has been a convenient way for Detroit paralegals to get to know each other and to exchange information.”

The May 2003 meeting will focus on options for paralegals interested in exploring alternative positions in related fields. A panel of legal assistants who have made the transition will talk about how they recreated themselves by redirecting their skills. The panel will be moderated by Jevahirian.

Ellen Brisson will present some creative ways to use corporate experience in different parts of an organization. Ellen Mahoney will discuss how she applied her real estate background to mortgage banking. Alan Karcher will explain how he transferred from medical malpractice litigation to hospital risk management. Denise Latin will talk about her experiences as a contract administrator after working in banking. Cindy Langan will enlighten on the transition from litigation to litigation support and technology. Natalie Forte will talk about becoming a licensed investigator.

Says Jevahirian, “The panelists will discuss how they identified their options and transferred their legal assistant skills into positions that have reshaped their career. What I really like about this presentation is that it demonstrates how, with a little thought and creativity, there are some interesting paths to explore. Paths that can take your career position to new heights. Everybody needs to renew. This is one of doing it.”

The meetings are conveniently scheduled, and offer just enough time to share a meal, to get to know a few new people, and to swap ideas about what it takes to succeed as a legal assistant. Participants broaden their resources, and gain useful information about topics that affect their jobs and their daily lives.

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The next meeting will take place on Tuesday, May 27, 2003 on the 13th floor of the Penobscot Building at Smart Detroit. The meeting runs from 11:45 am to 1:15 pm. Reservations are being taken by the DMBA at www.detroitlawyer.org or James Slaughter at the DMBA (313) 961-6120. Feel free to contact Linda at Legal Search & Management at (248) 471-3443 or lindajev@aol.com for further information. Legal assistants of all levels are encouraged to attend and to bring a friend.

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