



Western
Association of
Legal
Assistants

The L.A. Times

March 1993 Edition

P.O. BOX 4127, MAIN POST OFFICE, VANCOUVER B.C. V6B 3Z6

PRESIDENT'S CORNER



JERENA LAURSEN

The primary goals of the Western Association of Legal Assistants are to:

- (a) promote the legal assistant profession;
- (b) support, develop and maintain high standards for the service provided, and ethics adhered to, by legal assistants;
- (c) establish criteria for the qualifications necessary for those who use the title "Legal Assistant";
- (d) provide the opportunity for the exchange of experience,

opinions and information through discussion, study and publications;

- (e) carry on a program for education of members in the advancement and improvement of the legal assistant profession; and
- (f) establish and maintain a liaison with the British Columbia Bar Association, the Law Society and other legally oriented groups.

In keeping with these goals, the Board of Directors has held five meetings since their election in September, has hosted three activities for the membership, and has published two newsletters. In addition, some of those directors have also attended non-Association meetings relevant to the legal assistant profession. For more details, read on.

I would like to thank those volunteers who have orchestrated various activities, including social activities and educational presentations. I would also like to thank the volunteers who attend the non-Association meetings and take the time to share the outcome of those meetings with the membership. Often the efforts of

these individuals are not recognized. THANK YOU.

Finally, I would like to thank those volunteers who put together this newsletter. As reported in the November issue, we are still one director and one newsletter chairman short of a full slate. I urge you all to consider whether you might invest some time over the remaining six months of this term to take on this most rewarding post. Please call me at 293-6418 for more information.



CONGRATULATIONS SARAH!

The Board of Directors is pleased to report that your Vice-President, Sarah Hanna, delivered a healthy daughter, Mary Eleanor (8 lb. 5 oz.), on Tuesday, February 16th. Mother, daughter and dad are all doing well.



CAPILANO COLLEGE ENDOWMENT

We are pleased and proud to announce that we are presently making arrangements with the

making arrangements with the Capilano College Foundation to establish an endowment fund in the Association's name.

The goal is to provide an annual scholarship or bursary to a worthy student in the Legal Assistant program.

The Association will donate an initial \$500.00 to start, most of which comes from proceeds raised by our "fashion fundraiser" event of last spring. The endowment will not become active until it reaches \$5,000.00, however the provincial government's Matching Endowment Program will match any contribution made by the Association along the way.

Once the Association endowment fund reaches \$5,000.00 (including accrued interest), an award will be established in perpetuity whereby the interest income is distributed annually to a student in the Legal Assistant program in the form of a scholarship or bursary based on criteria of the Association's choice.

We hope to reach our donation goal for the Association endowment fund through future fund raising events so please give your support and encourage as many others as you can to attend our fund raising events.



STUDENT REPRESENTATION TO THE BOARD

I would like to welcome to our membership four "temporary student members". At our meeting in December, 1992, the Board of Directors determined that it would be advantageous to student members (and informative to the voting members) to have representation at the monthly meetings of the Board of Directors. Accordingly, we issued an invitation to each of the four classes to elect such a representative. The invitations were accepted and elections were held by each class. I am pleased to report that our meeting on February 15, 1993 was the first such meeting to be attended by the student representatives. These representatives will keep their respective classmates informed of Association activities and, hopefully, will provide us with some response from the student membership. Upon dissolution of the current Board of Directors on September 30, 1993, the temporary memberships will also dissolve. However, we hope that this new relationship will continue in the Fall with the commencement of Fall classes and election of the new Board.

Please join me in welcoming the following Student Representatives to our Association:

Janice Verrault - 1st Year Class
David Bush - 2nd Year Class
Monica Burg - Douglas College
Evening Classes
Maria Palmiere - Capilano
College Evening Classes



NETWORK NEWS

By Arlene Pelrine
Arlyn Personnel Agencies Ltd.
1160 - 625 Howe Street
Vancouver, B.C.
V6C 2T6

Phone: 681-4432

Looks like a busy and promising spring for legal assistants. More firms are offering opportunities for junior legal assistants (one year's experience) as well as those with an extensive background in their chosen specialty. Furthermore, firms in outlying areas are recognizing and utilizing legal assistants.

With employment in law firms generally on the increase, we anticipate a successful 1993 for placements.

Recently our clients have sought to fill positions in the following areas:

- corporate records
- family law
- personal injuries (plaintiff)
- ICBC (defence)
- real estate (commercial)

If we can be of assistance to you, please contact me or my partner, Mary McGillis.



PROGRAM REPORT

In celebration of the fall graduating class of '92 and in keeping with the spirit of the season, we held an informal gathering at the Night Court Lounge on December 17, 1992. It was a pleasant opportunity to meet with the Association's students and members.

On February 9, 1993, Constable Shayne Apostoliuk from the Vancouver Police Department Crime Prevention Unit conducted an Assault Awareness Seminar. This was an interesting and informative session which dealt with relevant concerns to our personal security.

The Fashion Show/Fund Raiser Event originally scheduled for March 10, 1993 has been cancelled.

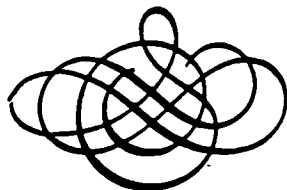
On April 26, 1993, we plan to host a law lecture (details to follow).

In June/93, we plan to host a reception for spring graduates of

Capilano College, combined with a presentation by an image consultant. Exact date to be determined.

It is your support and participation that determines the success of our Association. Please make every attempt to attend these events! Hope to see you there.

Sandra Cameron Spiller



CORPORATE SERVICES POSITION

We are a progressive downtown law firm looking for a hard working, energetic individual to join our Corporate Services Team. Min. requirements include 3 years corporate exp. (secretarial or corporate records), good working knowledge of the BCCA, CBCA plus WP 5.1. The right individual will have excellent interpersonal skills with the ability to work well under pressure. Attention to detail and superior quality control a must. This position has growth potential and would be of particular interest to someone studying to be a Legal Assistant while they work full-time. Competitive salary and benefits package. Non-smoking

environment. Qualified applicants are requested to submit their resume with covering letter stating relevant work experience and salary expectations to Sarah Best, Director of Administration:

STIKEMAN, ELLIOTT
Barristers & Solicitors
Suite 1700, 666 Burrard Street
Vancouver, B.C.
V6C 2X8



SARAH HANNA ADDRESSES VOLUNTARY CERTIFICATION

Since certification will not be a scheme of licensing legal assistants, it is reasonable to assume that it will be implemented on a voluntary basis.

This raises the issue from the legal assistants' point of view:

Why should I become certified?

What are the benefits?

Assuming that the certification process will involve the legal assistants completing some sort of examination process to establish their ability, and that such a process will involve some sacrifice of time and energy on the legal assistant's

part, certification should have obvious benefits that will make it worth the legal assistants' time to complete the certification process.

For example:

- (a) increased salary compensation;
- (b) some kind of membership status in the Law Society;
- (c) some kind of membership status in the CBA;
- (d) privileges for after-hours use of BC Law Libraries;
- (e) attorney general billing numbers (specific to area of practice probably) which are attached to the specific legal assistant rather than to the firm in which he/she works and are transferable with that legal assistant.

It should also be noted that in order for any of the foregoing to be a realistic expectation, the certification process should be difficult enough that qualifying as a certified legal assistant has some meaning.

Sarah will report further in the next issue on various issues to be addressed regarding certification.



DIRECTOR NEEDED: MUST HAVE GOOD ORGANIZATION SKILLS AND ENJOY CREATIVE WRITING. This volunteer position is very rewarding and gives you the advantage of knowing the news BEFORE it is reported!! For more information, please call Jerena Laursen at 293-6418



REAL ESTATE FOR LEGAL SUPPORT STAFF

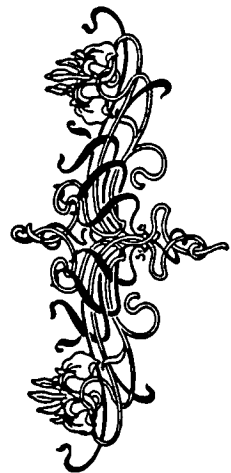
The Continuing Legal Education Society of British Columbia is offering a real estate course for legal support staff on April 7, 1993 at the Pan Pacific Hotel, Lobby Level, 999 Canada Place, Vancouver. This course offers procedures, practice tips and solutions to your problems. You will review basic real estate issues including GST and PPT and more advanced concerns such as Native land, subdivisions and strata lots. Notify CLE in advance of any special problems encountered by support staff in this area and the speakers will also address those problems. Contact The Continuing Legal Education Society of British Columbia at 669-3544 for more information.

WELCOME!!!!!!

Since the last newsletter, the Association has acquired four new members. We take this opportunity to introduce our new members who have joined the Association since our November, 1992 newsletter:

legal assistant members:

Suzanne Kendall
Beverley Breuer
Wendy Mulligan



WALA CALENDAR OF EVENTS		
DATE	EVENT	LOCATION
March 18, 1993 ↑	BOARD OF DIRECTORS' MEETING (Closed Meeting - Contact Jerena Laursen at 293-6418)	Time: 5:30pm Law Offices of Russell & DuMoulin 1500 - 1075 West Georgia Street Vancouver, B.C.
April 14-21, 1993	LAW WEEK 1993	
April 19, 1993	BOARD OF DIRECTORS' MEETING (Closed Meeting - Contact Jerena Laursen at 293-6418)	Time: 5:30pm Law Offices of Russell & DuMoulin 1500 - 1075 West Georgia Street Vancouver, B.C.
April 26, 1993	SUGGESTED LECTURE DATE (Watch for flyer or contact Sandra Cameron Spiller at 662-5458 for more information)	T.B.A.
May 17, 1993 Tues	BOARD OF DIRECTORS' MEETING (Closed Meeting - Contact Jerena Laursen at 293-6418)	Time: 5:30pm Law Offices of Russell & DuMoulin 1500 - 1075 West Georgia Street Vancouver, B.C.
June T.B.A., 1993	CAPILANO COLLEGE SPRING GRADUATION DAY Congratulations to graduating Student Members!	
June T.B.A., 1993	WINE & CHEESE RECEPTION *** FASHION EVENT ...in honour of the Spring graduating student members and generally in celebration of Spring! (Watch for flyer, or contact Sandra Cameron Spiller at 662-5458 for more information)	T.B.A.



WALA CALENDAR OF EVENTS		
DATE	EVENT	LOCATION
June 1, 1993	<p>1993 MEMBERSHIP FEES ARE DUE</p> <p>Dues notices will be sent to all members - please keep your membership in good standing by forwarding payment promptly.</p> <p>If you are not sure whether your membership is currently in good standing - contact Membership Chairman Laura MacLean at 685-4332 to find out.</p>	
June 4, 1992	<p>CUT OFF DATE FOR NEWSLETTER ARTICLES</p> <p>(Contact Jerena Laursen at 293-6418 for more information)</p>	
June 24, 1993	<p>BOARD OF DIRECTORS' MEETING</p> <p>(Closed Meeting - Contact Jerena Laursen at 293-6418)</p>	<p>Time: 5:30pm Law Offices of Russell & DuMoulin 1500 - 1075 West Georgia Street Vancouver, B.C.</p>
July 25, 1993	<p>FAMILY PICNIC</p> <p>Our First Annual Family Picnic?? If you like this idea, please call Sandra Cameron Spiller at 662-5458 or Nancy Vianello at 983-3338 to voice your thoughts.</p>	T.B.A.
July 28, 1993	<p>BOARD OF DIRECTORS' MEETING</p> <p>(Closed Meeting - Contact Jerena Laursen at 293-6418)</p>	<p>Time: 5:30pm Law Offices of Russell & DuMoulin 1500 - 1075 West Georgia Street Vancouver, B.C.</p>
September 1, 1993	<p>BOARD OF DIRECTORS' MEETING</p> <p>(Closed Meeting - Contact Jerena Laursen at 293-6418)</p>	<p>Time: 5:30pm Law Offices of Russell & DuMoulin 1500 - 1075 West Georgia Street Vancouver, B.C.</p>
September 10, 1993	<p>CUT OFF DATE FOR NEWSLETTER ARTICLES</p> <p>(Contact Jerena Laursen at 293-6418 for more information)</p>	
September 30, 1993	<p>WALA ANNUAL GENERAL MEETING</p>	<p>Time: 5:30pm Location: TBA</p>

Note: We have included times and dates of Directors' meetings (where available) for your reference. The Directors and committees (Education, Membership, Programming, Public Relations, Newsletter) welcome your input and comments. Should you wish to raise a matter with the Directors at a Board meeting, please contact Jerena Laursen at 293-6418. If you wish to volunteer for any of the committees, contact the committee chairmen: Programs - Sandra Cameron Spiller @ 662-5458; Education - Patricia Hunt @ 661-6291; Membership - Laura MacLean @ 685-4332; Public Relations - Jasbir Bains @ 684-9151; Newsletter - T.B.A.



**WESTERN ASSOCIATION OF LEGAL ASSISTANTS
BOARD OF DIRECTORS 1992/93**

OFFICERS:

<i>President</i>	<i>Jerena Laursen</i>	<i>Bus: 293-6418</i>
<i>Vice-President</i>	<i>Sarah Hanna</i>	<i>Res: 924-1329</i>
<i>Secretary</i>	<i>Nancy Vianello</i>	<i>Bus: 687-5700</i>
<i>Treasurer</i>	<i>Jill Matthews</i>	<i>Bus: 631-4894</i>

COMMITTEE CHAIRS:

<i>Membership</i>	<i>Laura MacLean</i>	<i>Bus: 685-4332</i>
<i>Program</i>	<i>Sandra Cameron Spiller</i>	<i>Bus: 662-5458</i>
<i>Education</i>	<i>Patricia Hunt</i>	<i>Bus: 682-3664</i>
<i>Public Relations</i>	<i>Jasbir Bains</i>	<i>Bus: 684-9151</i>
<i>Newsletter</i>	<i>T.B.A.</i>	

NOTICE

OPINIONS EXPRESSED IN THE WALA NEWS ARE THOSE OF THE WRITERS AND NOT NECESSARILY THOSE OF THE WESTERN ASSOCIATION OF LEGAL ASSISTANTS ("WALA"). WALA CANNOT ASSUME LIABILITY FOR ERRORS OR OMISSIONS. PLEASE FEEL FREE TO REPRINT ANY OF THE ARTICLES IN THIS NEWSLETTER SO LONG AS YOU GIVE CREDIT WHERE CREDIT IS DUE.

EDITORIAL TEAM: Jerena Laursen, Sarah Hanna, Sandra Cameron Spiller, Laura MacLean, Jasbir Bains, Jill Matthews, Patricia Hunt

