

AFFILIATED ASSOCIATIONS DIRECTOR CANDIDATE BIOGRAPHY



SHARON D. JONES, ACP

PERSONAL STATEMENT

500 maximum word count

examples of what to include:
educational background,
professional certifications or
awards, previous or current
volunteer activities,
organizational memberships,
other qualifications, etc.

Thank you for your nomination as a candidate for NALA Affiliated Associations Director (AAD). I currently serve as Affiliated Associations Secretary (AAS) and have served in that capacity the last two years under the leadership and guidance of Affiliated Associations Director Bridget Stuhr. I welcome your vote to continue to carry the torch forward as AAD and feel that serving as AAS will be beneficial and instrumental in serving as AAD. I am a current member of the Houston Paralegal Association and have been actively involved in local affiliated associations since 2005, serving in various capacities on the Boards. I have also been an active member of the Paralegal Division of the State Bar of Texas, since 2014. I am thankful for this opportunity and would appreciate your vote for AAD.

EDUCATION:

Associate of Science-Paralegal Studies, El Centro College, Dallas, TX
Associate of Science-Mid-Management, El Centro College, Dallas, TX
Bachelor of Public Administration, Texas Southern University, Houston, TX (pending studies)

LEGAL PROFESSION:

- *Legal Assistant, Labor & Employment; Insurance & Construction; Gray Reed, Houston, TX (current)*
- *Legal Assistant, Construction Law; Peckar & Abramson, P.C., Houston, TX (10/2019–1/2023)*
- *Paralegal, Collections Law; Law Offices of Howard L. Stomel, Houston, TX (12/2018–10/2019)*
- *Legal Assistant/Paralegal, Labor & Employment Law; Jackson Lewis P.C., Houston, TX (9/2014–5/2018)*
- *Sr. Legal Assistant/Billable Clerk, Labor & Employment Law; Jackson Lewis LLP, Miami, FL (4/2012-9/2014)*

PROFESSIONAL CERTIFICATIONS/PROGRAMS:

- *Advanced Certified Paralegal (ACP) – Civil Trial, NALA | The Paralegal Association (2015)*

- *Alumni of Leadership Enrichment and Preparation (LEAP)* - Class of 2015
- *Certified Paralegal (CP)* – National Association of Legal Assistants (NALA) (2014)

PROFESSIONAL ASSOCIATIONS:

- *NALA | The Paralegal Association*, Member (2010-present)
- *NALA Affiliated Associations Secretary* (2021 - present)
- *State Bar of Texas Paralegal Division (SBOTPD)*, Member (2014-present)
- *Houston Paralegal Association (HPA)*, Member/Executive Board (2014-present)
 - President (2019-2020)
 - President-Elect (2018-2019)
 - NALA Liaison (2017-2018)
 - 2nd Vice President - Membership (2015-2017)
 - Instructor/Facilitator/Logistics - NALA Certified Paralegal Exam Study Group (2015-2020)
- *South Florida Paralegal Association (SFPA)*, Former Member (2012-2014)
- *Asheville Paralegal Association (APA)*, Former Member (2010)
- *Dallas Area Paralegal Association (DAPA)*, Former Member (2006-2010)
- *J.L. Turner Legal Association (JLTLA) Paralegal Division*, Founding Member/Member (2005-2010); 2022-present
 - Vice President-Elect
 - Secretary
 - Treasurer

PRO BONO/VOLUNTEER:

- *Paralegal, Texas Fair Defense Project (TFDP)*
- *Give A Purse Project (GAPP)*
- *TheraGood Deeds*
- *Angels Surviving Cancer Inc. (ASC)*
- *Susan G. Komen Center for Public Policy (Speak Truth to Power: Stand Up, Speak Up)*
- *Susan G. Komen Health Initiative Stand for H.E.R. Patient Navigator Graduate*
- *Houston Livestock & Rodeo (HLSR) BBQ Cookoff Judge and HLSR Ground Ticket Services*