

THE ROLE OF AREA DIRECTOR 1, 2, AND 3

Area Directors are required to either reside or be employed within their specific area 1, 2, or 3. Their role involves providing awareness and representation for that particular area.

DISCLAIMER:

The candidate information provided has been published exactly as submitted by candidates and has not been edited or verified by NALA.

CANDIDATE FOR AREA 1 DIRECTOR: CLAIRE SMITH, ACP



Paralegal Since: 01/03/2006

NALA Member Since: 06/24/1994

Educational Background: Bachelor of Arts in Political Science, Virginia Wesleyan College, Norfolk, VA (1984) | Certificate in Legal Assistance - Litigation, Old Dominion University, Norfolk, VA (1985) | Certificate in Legal Assistance - Real Estate, Old Dominion University, Norfolk, VA (1986) | Administrative Assistant Certificate, Christopher Newport University, Newport News, VA (1996)

Professional Certification/Awards: Completion of NALA's Leadership Basics course (June 2020) | Advanced Certified Paralegal - E-discovery (ACP) (June 2019-present) | Recipient of NALA Affiliates Award - Nominated by VAPPA (July 2018) | Advanced Certified Paralegal - Premises Liability (ACP) (June 2017-present) | Advanced Certified Paralegal - Intentional Torts (ACP) (Oct. 2013-present) | Advanced Certified Paralegal - Individual Medical Liability (ACP) (Nov. 2012-present) | Advanced Certified Paralegal - Entity Medical Liability (ACP) (August 2012-present) | Advanced Certified Paralegal - Automobile Accidents (ACP) (April 2012-present) | Advanced Certified Paralegal - Criminal Litigation (ACP) (Oct. 2011-present) | Advanced Certified Paralegal - Trial Practice (ACP) (July 2011-present) | Advanced Certified Paralegal - Discovery (ACP) (May 2011-present) | Certified Legal Assistant (CLA) (Sept. 1990-May 2011) | Recipient of NALA Affiliates Award - Nominated by VAPPA (July 2012) | Recipient of Founders' Award by TALA (May 1995)

Volunteer Activities: NALA: Facilitator, Roundtable Discussion, "Criminal Law," at 2023 NALA Conference & Expo | Recordkeeper, Roundtable Discussion, "Office Management/Supervising Staff/Legal Tech," at 2023 NALA Conference & Expo | Member, Committee to Approve the 2022 NALA Affiliated Associations Annual Meeting Minutes (2022-2023) | Member, Committee to Approve the Minutes of the 2016 Annual Meeting of the Membership (2016-2017) | Affiliated Associations Secretary (2012-2014) | Three-time Presenter, NALA Campus LIVE! (Fall 2007-Fall 2008) | Credentials/Nominations & Elections Chair (2006-2007) | Member, Affiliates Task Force (2000-2001) | Annual Conference Attendee since 1993, Virginia Peninsula Paralegal Association (VAPPA): NALA Liaison (2005-2007, 2008-2009, 2010 to present) | President (2003-2005) | Recording Secretary (2001-2003, 2007-2008, 2009 to present) | Chair, Program Committee (2013 to present) | Co-Chair, Program Committee (2010-2013) | Co-Chair, Paralegals' Week Committee (2005) | Member, Newsletter Committee (2006-2010) | Member, Nominations and Elections Committee for several years | Member since September 2000

Membership in other Associations: Virginia Peninsula Paralegal Association (VAPPA) | Tidewater Paralegal Association (TPA)

Other Qualifications or Comments: Background in several areas of litigation, including commercial, condemnation, insurance defense, and collections as well as traffic and criminal defense | Owner of Claire-i-Cal,a business that provides typing, editing, and proofreading services to authors since August 1997 | Notary Public

Without strong leaders, often associations struggle to succeed. What are three values you believe you demonstrate as a leader? Take each trait and explain how that value would add benefit to your service on the NALA Board.

The three values I believe I demonstrate as a leader are being a good listener, dedication, and love of volunteerism. All three values would add benefit to my service on the NALA Board of Directors. Listening to all sides and gathering pertinent information would assist me with analyzing possible conflicts and hopefully reaching solutions. I am very dedicated to the Virginia Peninsula Paralegal Association (VAPPA). I joined as an active member in September 2000 and have served as an officer ever since May 2001. I have also served on various committees over the past years. I would offer that same dedication to the national board and the members. I would strive to complete all that is asked of me. My love of volunteerism would only enhance my service on the board. For the Tidewater Association of Legal Assistants (TALA), I held three offices and was a member on two committees for several years. My service to NALA includes being Credentials/Nominations & Elections Chair for one year, Affiliated Associations Secretary for two years, and member on three committees. I feel that my overall volunteerism has taught me the essential skills to be an effective leader on the Board of Directors.

Watch Claire's candidate video [here](#).