

Director of Professional Development

- POSITION STATUS:** Director
- TERM:** One Year
- ELECTION PROCESS:** The Director of Professional Development will be elected at the Fall Membership Meeting each year by the voting members of MPA.
- FUNCTION:** The Director of Profession Development will assist the President in addressing the future and expansion of the profession and the development of MPA to support these changes.
- SPECIFIC RESPONSIBILITIES:** The Director of Professional Development will assume the following responsibilities:
1. Explore and identify opportunities to expand the role of the paralegals and assist in the overall growth and development of MPA.
 2. Attend the national and regional meetings of NFPA as necessary.
 3. Assist the President and the NFPA Primary Representation & Director of Positions and Issues in communicating current and new issues effecting the profession to the membership, allied legal associations and other organizations.
 4. Assist the President as a liaison with allied legal profession organizations and the public.
 5. Assist the President in leading MPA and the profession.
 6. Identify Continuing Legal Education (CLE) programs to support the expanded paralegal role.
 7. Analyze the educational criteria necessary to support the expanded role of the paralegal; determine content and direction of paralegal education programs.
 8. Identify, inform, promote and educate outside organizations regarding the advantages of using paralegals in current and expanded roles.
 9. Develop a Long-Range Plan (suggested 3 years) for MPA.

10. Supervise the activities of the following committees: Continuing Education, Mentor, Paralegal Educator, Public Relations, Sectionals and Student and act as a liaison between the Board and these Committees.
11. Other projects and responsibilities as assigned.

- DIRECT RESPONSIBLE POSITIONS:**
- Continuing Legal Education
 - Pro Bono/Community Service
 - Sectionals
 - Student/Paralegal Educator Liaison

RECOMMENDED QUALIFICATIONS: The Director of Profession Development should have at least one (1) year of experience as an officer or committee chair and exhibit leadership skills.