

PARALEGAL COMPASS

Volume 6 • September 2018



WORDS OF WISDOM

ADVICE FROM FORMER STUDENTS FOR MAKING THE MOST OF YOUR PARALEGAL COLLEGE EXPERIENCE

"Go to court! This is the best way to learn how the legal system works. You might find yourself drawn to a certain practice area that you had not considered before or your court visit might solidify your interest in a certain area. More importantly, however, going to court will give you a chance to learn about procedures and rules that aren't taught in the classroom. The more exposure you have to the court system, the better equipped you'll be to practice."

"Prioritize your school work, but maintain balance. Make time for yourself and your well-being. You don't want to burn out mid-semester."



BUILDING YOUR LEGAL PRACTICE WITH TWITTER

1. Why? Twitter is an excellent tool for keeping up-to-date with industry news, engaging with colleagues, and building relationships with clients. It is especially useful for paralegals hoping to begin their own practice. Building a social media presence early in your career can help you develop connections before your practice is even operating.

2. How? A Twitter account is free and easy to use. You might start out with a personal account to generate awareness of your name in the paralegal world. With your personal account, you can follow paralegal news sources, paralegal firms, and other paralegal students. *[Continued on page 2]*



2 USEFUL ONLINE RESOURCES FOR PARALEGAL STUDENTS



3 SALARY FACTS: AVERAGE INCOME FOR ONTARIO PARALEGALS



4 PRACTICE AREAS FOR LICENSED PARALEGALS



BUILDING YOUR PRACTICE WITH TWITTER

[CONTINUED FROM PG 1]

Continued engagement with the online paralegal community will allow you to easily transition from your personal account to a professional firm account. The key is to stay involved, make connections, share news, and maintain a positive image.

3. Be Professional! Make sure that your Twitter is free of spelling errors, inaccurate information, and hateful/disrespectful language. If you receive negative comments, maintain a professional tone. Remember that the internet is forever, so once something is posted, it's there to stay. Clients are looking for someone reliable, trustworthy, and hard-working. Build these qualities into your social media presence.

Remember: Twitter is not your only option. Find what works best for you!



ONLINE RESOURCES FOR PARALEGALS

PARALEGAL NEWS AND GUIDANCE

emondexamprep.ca/topics/blog
lsuc.on.ca/licensingprocessparalegal
ontarioparalegalassociation.com
paralegalscope.com
online-paralegal-programs.com

GOVERNMENT RESOURCES

CanLII: canlii.org/en
e-Laws: ontario.ca/laws

PARALEGAL FACEBOOK GROUPS

facebook.com/groups/ParalegalsConnect
facebook.com/groups/ParalegalCorner
facebook.com/groups/ParalegalNetwork

LINKEDIN GROUPS

Paralegal Student Network: goo.gl/fDRO0a
Ontario Paralegal Association: goo.gl/Ke6sBj
The Paralegal Group: goo.gl/yLxTYA

FREE LEGAL GLOSSARY

Burden of Proof: The responsibility for proving a fact, proposition, guilty, or innocence; can rest with either party in a civil or criminal matter, according to the applicable rules of procedure.

Immigration and Refugee Board (IRB): An independent, quasi-judicial tribunal whose mission is "to make well-reasoned decisions on immigration and refugee matters—efficiently, fairly and in accordance with the law."

Mediation: The process whereby a neutral third party facilitates communication between disputants and assists them in negotiating a solution.

Prima Facie: On the face of it.

Stay of Proceedings: The temporary or permanent suspension of proceedings before a court or tribunal by order of that court or tribunal or of a higher court.

VISIT EMOND.CA/RESOURCES/GLOSSARY-OF-LEGAL-TERMS



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SKILL-BUILDING: NETWORKING 101

BUILD LASTING CONNECTIONS IN A FEW MINUTES

1. Be Confident

Your network will be a huge asset throughout your career. Even as a student, you should work on connecting with peers, mentors, and practicing paralegals. Don't be afraid to ask someone to chat over coffee and discuss your interests. More often than not, legal professionals are keen to help students explore their interests and find their footing.

2. Know Yourself

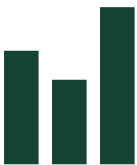
When meeting someone for the first time, it is useful to know yourself and your interests. The more clearly you can discuss your interests and professional goals, the greater the likelihood that people will remember you. Additionally, this knowledge will allow you to connect easily with others who share similar interests.

3. Remember to Follow Up

If you have a meaningful conversation with someone, make sure you get their business card. This will allow you to follow up with them via email. Thank them for their insights and mention what you took from the conversation. If appropriate, you might also consider asking them to continue the conversation at another time.

SALARYSTATS

HOW MUCH WILL YOU EARN?



The average paralegal in Canada earns \$50,237 annually. Paralegals with 5+ years of experience can earn upwards of \$55,000. Most paralegals report that they are "extremely satisfied" with their job, according to Payscale.

Source: www.payscale.com

CAREERINFO

DID YOU KNOW?



All paralegals providing legal services in Ontario must complete at least 12 hours of Continuing Professional Development training per year. Topics include ethics, practice management, and professional responsibility.

Source: www.lsuc.on.ca/CPD-Requirement/



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ADVICE, PRACTICE EXAMS, AND REVIEW COURSES

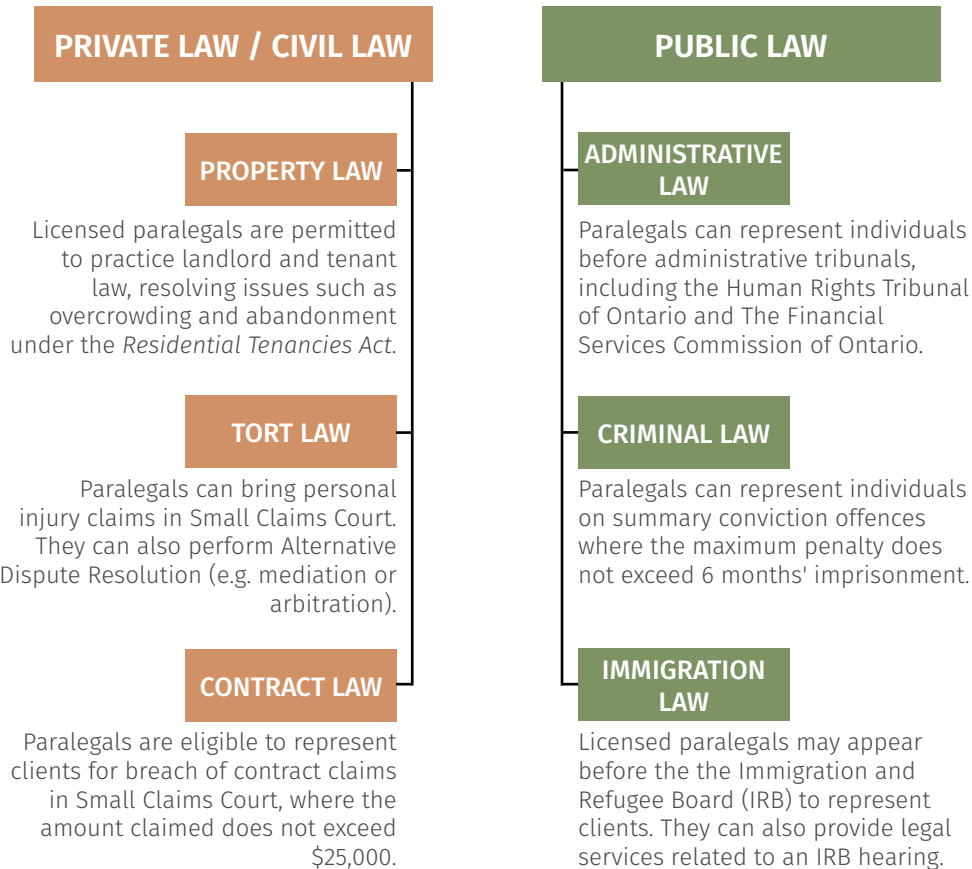
To prepare for the LSO Licensing Exam, you must study 750 pages of material and be able to answer challenging substantive and ethical questions. Emond Exam Prep offers materials and programs to help you prepare for and pass your licensing exam, including:

- **240 practice questions** with subject performance analytics, correct answers, and detailed explanations.
- **18-hour online preparation course** with substantive lectures on paralegal competencies.
- **Exam preparation manual** that outlines strategies to help you succeed on the licensing exam.

📁 PRACTICE AREAS FOR LICENSED PARALEGALS

IT'S NEVER TOO EARLY TO START THINKING ABOUT WHICH AREA OF LAW YOU WANT TO PRACTICE IN ONCE YOU ARE A LICENSED PARALEGAL. HERE ARE A FEW PRACTICE AREAS THAT YOU MIGHT WANT TO CONSIDER:

Private Law, also referred to as civil law, governs relationships between persons. Public Law governs relationships between the state and persons. Note that Paralegals are not permitted to appear in Family Court. Additionally, Paralegals may not provide services such as drafting wills or handling real estate transactions.



FOR MORE INFORMATION ON THE SCOPE OF PRACTICE FOR PARALEGALS, VISIT: WWW.LSUC.ON.CA/PARALEGALLICENSINGPROCESSFAQS/#S1Q1

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INSPIRATION

"It is good to have an end to journey toward; but it is the journey that matters, in the end."

– Ursula K. Le Guin



"There is no magic to achievement. It's really about hard work, choices, and persistence."

– Michelle Obama

"A river cuts through rock, not because of its power, but because of its persistence."

– Jim Watkins