

**New York City Paralegal Association, Inc. Statement of Interest**

**2021 Annual Elections**

**Due Date: May 17, 2021**

**Applicants must attend our**

**General Meeting on May 26, 2021 at 6:00 pm.**

NAME OF NYCPA MEMBER: EMPLOYER:

DAY PHONE NUMBER:

EVENING PHONE NUMBER: EMAIL:

**I. To indicate your interest in an Executive Board, Board of Directors or Coordinator/Volunteer position, please check the appropriate box below.** (See website [www.nyc-pa.org f](about:blank)or position responsibilities)

**Executive Board positions:**

□ Vice President □ Secretary

**Board of Directors positions:**

□ Administration & Development Committee Chairperson □ Policy and Procedures Chairperson

□ Scholarship Chairperson

□ Paralegal Schools Liaison □ Website Chairperson

**Coordinator positions:**

□ Benefits Coordinator □ Public Relations and Marketing

□ International Liaison

□ Research Coordinator □ Community Service Coordinator

**II. Attach your Candidate Statement which should include the following:**

**a. Explain your interest in the position;**

**b. Describe your qualifications for the position;**

**c. List the ideas you will bring to the position. III. Attach your resume.**

**IV. Attach at least one letter of reference.**

**DEADLINE FOR SUBMISSION – May 17, 2021**

**EMAIL TO:**  [nycpaparalegals@gmail.com w](about:blank)ith a copy to [secretary@nyc-pa.org](about:blank)