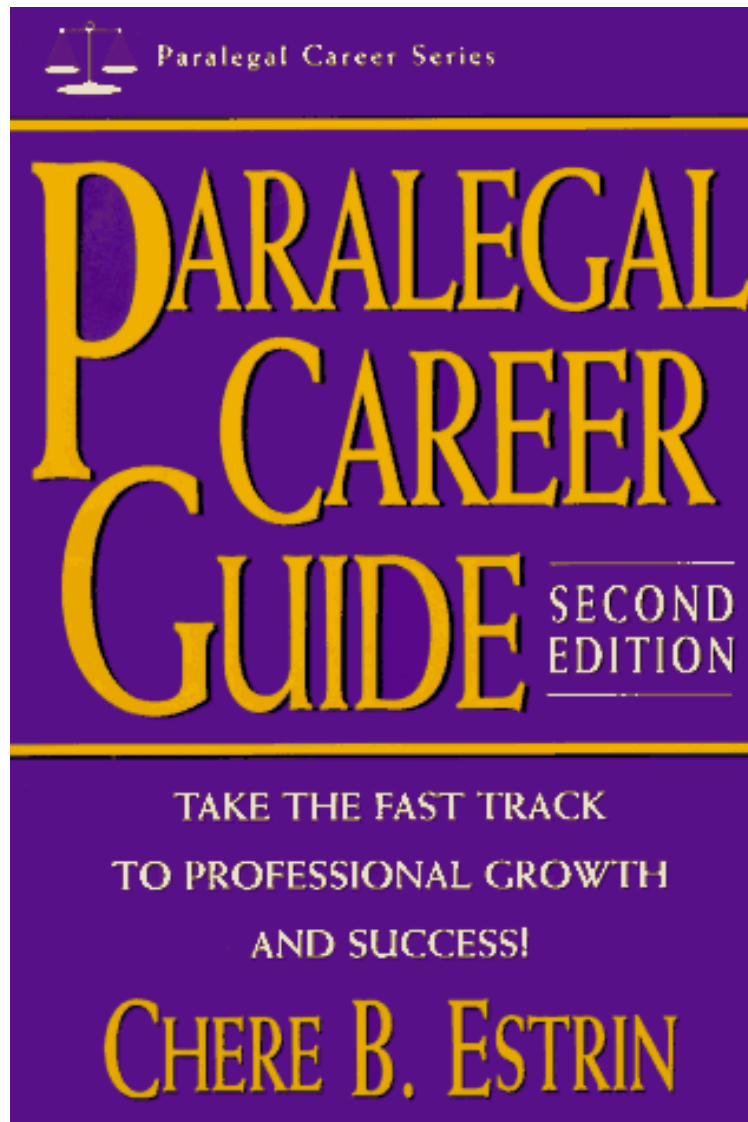


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## Paralegal Career Guide

*Chere B. Estrin*

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**Chere B. Estrin : Paralegal Career Guide** before purchasing it in order to gage whether or not it would be worth my time, and all praised Paralegal Career Guide:

4 of 4 people found the following review helpful. The book repeats itself by making the same points over and over.By AMZN BYR NYCI gave it a 2 because it had some good resource information.By the time I finished reading it, all I could think was that I wanted my time back.This book will give you little information on the current market and rates that are being paid.At best, the book will site individuals who describe their compensation as, Adequate, fair, low,

comfortable."These relative terms are in the context of very anecdotal personal interviews.This seems like a good idea but while the book glosses over the personal stories in such a general way that you learn nothing, it labors specifics that add nothing to the picture of what it is to be a legal assistant.I bought this book for a penny but it cost me too much time with no return.0 of 0 people found the following review helpful. Five StarsBy Nice Girl :)Great book! Full of important information.N. Covington0 of 0 people found the following review helpful. Old Version, but good for reference.By LucyNeeds updating, but def a good book to reference. Especially for a newbie Paralegal like myself. Always, good to obtain advice from a recruiters point of view.

This Third Edition will guide readers to transform their career. Readers will be rewarded with wonderful relationships with bosses, coworkers, and peers. After the Revolution: The Radically Changing Paralegal World; Firing Up Commitment for Strategic Career Planning; Educating Paralegals; Talking the Talk; Paralegal Careers in the New Millennium; When to Say NO to Your Dream Job; Cutting-Edge Legal Careers In the Virtual Workplace; In Pursuit of Success; Shifts in Legal Temporary Staffing Trends; Careers with Legal Vendors; Learning the Secrets of Quality Service; Baby Boomers Meet Generation X; The Experienced Paralegal: Climbing the Invisible Career Ladder; Using Vendors to Upgrade Your Career; Billables: A Win-Win; Getting Up Off the Sticky Floor; You Call This Networking?; Paralegal Orientation Program for New Hires and Temps; The Paralegal Manager; Straight Talk from a Few of the Most Powerful Paralegal Administrators in the Country; Creating an Environment for Keeping Talent; Formal Evaluations; How Partners Get Paid Those Big Bucks; Toxic Bosses; Positive Career Changes; Career Questions and Answers; Reaching Out: The Joys of Writing and Teaching; Legal Secretaries Seeking Paralegal Positions; Creating A Business; Trial: The Brass Ring; A Quiet Revolution; Surfing the Net; Litigation Support: Systems, Software, Services You'll Need to Know; Just Do It. For paralegals.

From the Back CoverThis Third Edition will guide readers to transform their career. Readers will be rewarded with wonderful relationships with bosses, coworkers, and peers. After the Revolution: The Radically Changing Paralegal World; Firing Up Commitment for Strategic Career Planning; Educating Paralegals; Talking the Talk; Paralegal Careers in the New Millennium; When to Say NO to Your Dream Job; Cutting-Edge Legal Careers In the Virtual Workplace; In Pursuit of Success; Shifts in Legal Temporary Staffing Trends; Careers with Legal Vendors; Learning the Secrets of Quality Service; Baby Boomers Meet Generation X; The Experienced Paralegal: Climbing the Invisible Career Ladder; Using Vendors to Upgrade Your Career; Billables: A Win-Win; Getting Up Off the Sticky Floor; You Call This Networking?; Paralegal Orientation Program for New Hires and Temps; The Paralegal Manager; Straight Talk from a Few of the Most Powerful Paralegal Administrators in the Country; Creating an Environment for Keeping Talent; Formal Evaluations; How Partners Get Paid Those Big Bucks; Toxic Bosses; Positive Career Changes; Career Questions and Answers; Reaching Out: The Joys of Writing and Teaching; Legal Secretaries Seeking Paralegal Positions; Creating A Business; Trial: The Brass Ring; A Quiet Revolution; Surfing the Net; Litigation Support: Systems, Software, Services You'll Need to Know; Just Do It.About the Author A well-known legal staffing trailblazer, Chere Estrin demonstrates a solid range of expertise: from CEO of The Estrin Organization, a Los Angeles-based legal and financial staffing organization; to senior executive in a \$4 billion staffing conglomerate; to president of a legal staffing division in one of the country's top three international litigation support companies; to successful entrepreneur building one of the largest paralegal temporary staffing organizations in the country. Her history as an administrator in two Top Ten law firms allowed her access into this niche field. Ms. Estrin founded C.B. Estrin and Associates in 1986, which quickly rose as one of the largest multioffice paralegal staffing organizations. The company was acquired by Interim, where Ms. Estrin held a senior management position as head of a \$40 million division. She then joined The Quorum/ Estrin Group as president of a division of an international litigation support company. She is now CEO of The Estrin Organization, a Los Angeles-based professional staffing organization. Ms. Estrin is a well-known national seminar leader and teaches at prestigious universities such as UCLA. Recently featured in Newsweek, magazine and The Los Angeles Times Business Section as head of a fast-tracking staffing company, her achievements and awards include winner of the Century City (Los Angeles) Chamber of Commerce prestigious "Woman of the Year 2000 Achievement Award"; finalist for Inc. magazine's "Entrepreneur of the Year Award"; and winner of California Lawyer Magazine's LAMMIE award. She was featured on the cover of Legal Assistant Today magazine as the legal field's "Career Guru." Ms. Estrin is the author of eight career books including 10 Unbeatable Steps to Phenomenal Career Success, The Successful Paralegal's Job Search Guide (West), and The Attorney Career Guide (West, 2002). In addition to her column in Legal Assistant Today, Ms. Estrin has been featured in Newsweek magazine, The Los Angeles Times, The Chicago Tribune, New York Times, Working Woman, CNBC.com, BusinessWeek Online, Entrepreneur magazine, Frontier, The Daily Journal, and Entrepreneurial Edge magazine. Her experience as co-founding member of the Legal Assistant Management Association (LAMA); expertise; books; articles; quality reputation; and frequent guest speaking engagements has helped to firmly establish the Estrin name. Excerpt. Reprinted by permission. All rights reserved. Since the first publication of this book in 1992 (and the second edition in 1996), my greatest satisfaction has come from readers who report, "I followed your instructions and my career

zoomed." I have also been gratified by the many paralegals and paralegal educators who recommend my book to their students, colleagues, and bosses. When I considered what needed revision for a new edition, a logical question arose. If it isn't broken, why fix it? Certainly, the basic information in the first and second editions remains as reliable today as it was in 1992 and again in 1996. However, our ever-changing world, as well as the rapidly changing paralegal field, calls for some changes. In this third edition: \* I've reported on the cutting edge of technology which is vital to your career now and in the future. Certainly, the Internet has changed the way we deliver legal services. \* I've interviewed 20+ paralegals, managers, technology professionals, and litigation support managers. Their stories are not only interesting, but they also provide ideas for your own career. \* I've explored the latest in practice specialties including the controversial MDP's which, despite the outcome, offer more opportunities for paralegals. \* Stacey Hunt has been, once again, a real hero in writing a couple of dynamic chapters for litigation paralegals, the bulk of the profession. Her step-by-step guides are invaluable. \* I've added numerous resources found on the Internet. A handy guide is always useful. \* I've introduced new competitive strategies for moving your career along based upon what the workforce is like in the new millennium. I've added some information about the 26 states that now have a definition for paralegals, along with the controversial California decision for mandatory hiring requirements. In the paralegal field, we are just beginning to see how the apparent impersonal dot-com world is cross-pollinating the field of law. Despite our culture's full entry into the electronic era, human beings, not Intel chips, continue to power the paralegal world. After all, the impact of one paralegal's job on a matter, case, or client is a highly personal experience. Word of mouth or the smile on an attorney's or client's face from a job well done by a paralegal beats out the Internet each and every time. I trust that this third edition will guide you to transform your career into the vision you seek. I also wish you the reward of wonderful relationships with your bosses, coworkers, and peers. To report on your success, say hello, or ask questions, just send an e-mail to [estrin@estrin.com](mailto:estrin@estrin.com) or write in care of my publisher, Elizabeth Sugg, Prentice Hall. Chere B. Estrin, Ph.D. Los Angeles, California