



Columbus
Chapter



OUR MISSION

The Columbus Chapter of the Association of Legal Administrators provides educational and networking opportunities to administrators with varied legal backgrounds in Central Ohio. We are committed to increasing awareness and building relationships, upholding the integrity of our profession, giving back to our community, contributing to the ongoing training of our membership and supporting one another in our chosen careers.



The Columbus Chapter, Association of Legal Administrators, is committed to developing the legal management profession and the professional expertise of its members through programs, products, and services to help you manage:

- **Technology**
- **Facilities**
- **Human Resources**
- **Finance**
- **Records**
- **Marketing**
- **Practice Management**

If you are an administrator in the Central Ohio legal community, we invite you to become a member of the Columbus Chapter of the Association of Legal Administrators.

ELIGIBILITY

Membership requirements for the Columbus Chapter include that, regardless of your title, you are engaged in the management of a legal organization including private law firms, legal service clinics, corporate legal departments, university legal departments, governmental legal agencies, court systems, charitable legal agencies or other organizations engaged primarily in the practice of law. Membership in the Association of Legal Administrators is a requirement for local Chapter membership.

ALA HEADQUARTERS

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COLUMBUS CHAPTER HISTORY

The Columbus Chapter of the Association of Legal Administrators was chartered on November 7, 1972. It is a credit to those early member-leaders that they had the foresight to recognize the value of this type of Association.

Since that time, the Columbus Chapter has grown not only in terms of numbers, but in the services it provides to its members. Monthly luncheon meetings dealing with a wide range of issues relating to the management and delivery of legal services are only the beginning. The chapter also sponsors an annual salary survey, a half-day seminar for anyone interested in attending, and community service events throughout the year.

The Columbus Chapter is part of Region 3 of the Association of Legal Administrators, which includes Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, Ohio, West Virginia and Wisconsin. Annual regional conferences offer many educational and leadership opportunities and regional leaders are often speakers at Columbus Chapter meetings.

We are proud that our Chapter has been recognized by the Association of Legal Administrators in several areas, winning First Place awards for our Web site and electronic newsletter and being recognized as a Platinum Level chapter. Additionally, our Chapter is proud to have several members who, following intensive testing, have been awarded the Certified Legal Manager designation.

MONTHLY MEETINGS

The Columbus Chapter conducts luncheon meetings on the third Wednesday of the month. These meetings feature speakers on a wide range of topics, including human resource issues, office equipment and services, marketing, research and general management information.



CHAPTER EVENTS

Annual events, including the ALA Columbus Chapter Golf Outing, our Holiday Party, the Partners' Luncheon, and the Community Challenge Weekend, help Columbus Chapter members create ties with the legal community and the Central Ohio community.

COMMITTEES

The Columbus Chapter has a variety of committees to help achieve the Chapter's mission. Committees include Community Service, which coordinates community service opportunities. The Chapter also encourages members' participation in the newsletter, salary survey, Web site and all chapter projects.

WEB SITES AND PUBLICATIONS

Members of the Columbus Chapter receive several National publications, including ALA News (a bimonthly member magazine), Legal Management (a bimonthly journal), and the Chapter's monthly newsletter, the "Columbus Chapter News." In addition, members have access to all areas of the Chapter website at www.alacolumbus.org and the ALA website at www.alanet.org, including *ALA Management EncyclopediaSM*, providing access to more than 100 in-depth articles to help effectively and efficiently management a law firm or legal department.

ANNUAL CONFERENCES

ALA's Annual Educational Conference targets legal administrators of all experience levels. There are more than 100 educational courses offered during a four-day period and a vendor show in which more than 200 companies showcase the latest legal technology, products and services. The 2011 Conference will be held in Orlando. Additionally, an annual regional conference offers an opportunity for education and networking with peers throughout the Midwest.

In addition to the annual conferences, there are also regularly scheduled Retreats, Specialized Programs and Webinars



JOIN TODAY!

For questions about ALA membership or to request an application, contact our membership chair:

Karen A. Scurlock
Vice President of Membership
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Or visit our Web site:
www.alacolumbus.org

APPLY FOR MEMBERSHIP

There are two ways to apply for membership:

- Contact our Membership Chair (see contact information above)
- Apply online (www.alacolumbus.org). Both local and international organization applications are available in PDF format.

***WE LOOK FORWARD TO HAVING
YOU JOIN US!***