

FOCUS ON PARALEGALS

Houston Gulf Coast Region*

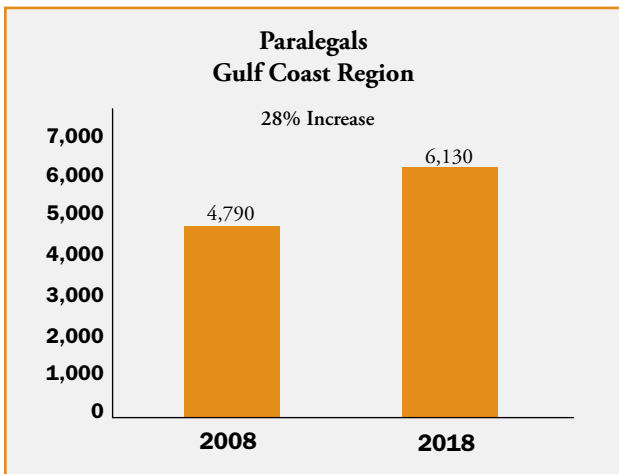
ALMOST EVERY INDUSTRY HAS A PLACE FOR PARALEGALS

Paralegals, also referred to as legal assistants, assist lawyers by researching legal precedent, investigating facts, or preparing legal documents. Paralegals are assuming a growing number of duties across the nation. Their duties vary greatly with the type of organization in which they are employed. Remember that law firms are not the only agencies that hire paralegals.

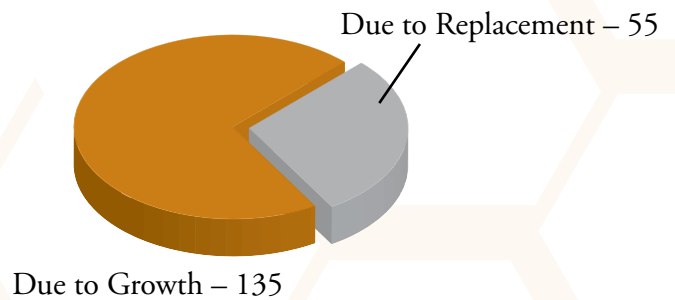
Many large corporations and government offices also benefit from having paralegals on staff. Future job prospects are very good compared to other jobs, but those who are interested should expect strong competition due to a growing interest in the field.



THE NUMBER OF PARALEGALS IS EXPECTED TO INCREASE BY 28 PERCENT FROM 2008 TO 2018 WITH A NEED FOR 190 NEW PARALEGALS EVERY YEAR THROUGHOUT THE GULF COAST REGION!



Annual Job Openings Gulf Coast Region

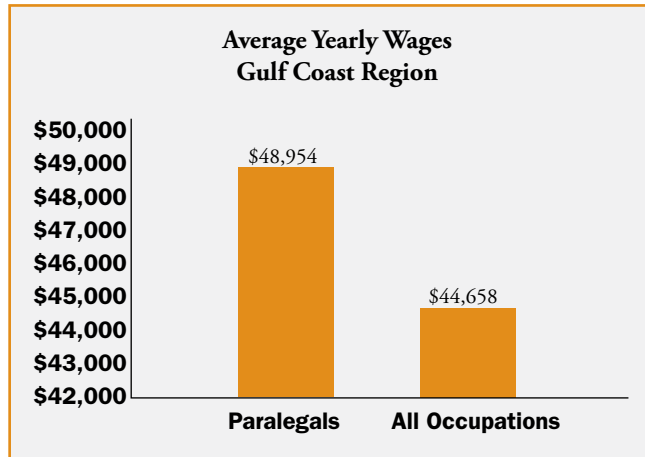


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Latest data available. May 2011.

*Includes the following counties: Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Walker, Waller, and Wharton.

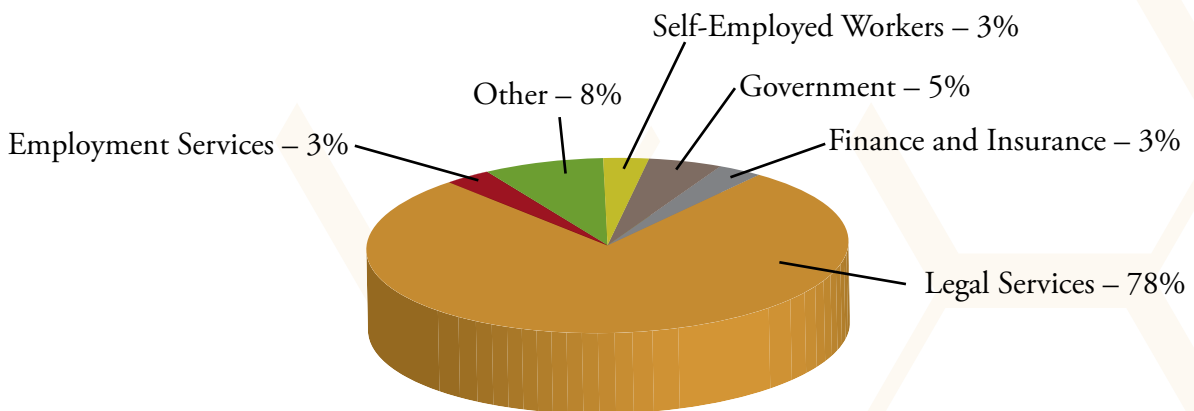
FOCUS ON PARALEGAL

PARALEGALS EARN MORE THAN \$48,000 A YEAR, CONSIDERABLY MORE THAN THE AVERAGE JOB IN THE GULF COAST REGION.



LAW FIRMS ARE A GREAT JOB SOURCE FOR PARALEGALS, BUT THE OPPORTUNITIES DON'T END THERE. ROUGHLY ONE OF EVERY FOUR JOB OPENINGS IS IN OTHER INDUSTRIES!

Paralegals – Gulf Coast Region 2018



MANY PARALEGALS BECOME SPECIALIZED IN A SPECIFIC AREA:

- Litigation Paralegal
- Estate Planning and Probate Paralegal
- Corporate Paralegal
- Employment Law or Labor Law Paralegal
- Real Estate Paralegal
- Government Paralegal

HOW DO YOU BECOME A PARALEGAL OR LEGAL ASSISTANT?

The most common entry into a career as a paralegal is through a community college program by obtaining an associate's degree. It is very beneficial to attend training that offers an internship that provides experience working in the legal environment.

Although most employers do not require certification, earning a certificate offers an advantage when competing for jobs. Many individuals that already have a college degree, or experience in a technical field useful to law firms, can complete a certification program. Information on paralegal certification can be obtained from the following:

National Association of Legal Assistants (NALA) offers a nationally recognized certification program. For additional information on requirements, visit the Web site at: <http://www.nala.org/>

State Bar of Texas offers specialized certification in civil trial law, criminal law, estate planning and probate law, family law, personal injury trial law, and real estate law. For additional information on requirements for specialized certification, visit the Web site at: <http://www.tbls.org/Cert/ParaGetStarted.aspx>

START EARLY AND BE PREPARED

A good grade point average is one thing that is taken into consideration when hiring someone in the competitive paralegal field. High school students should strive for a high GPA. It will give them the edge when it comes to successfully completing a paralegal program and entering the job market.

FOCUS ON PARALEGAL

PREPARING FOR A CAREER AS A PARALEGAL*

9th Grade			
Suggested Coursework			
	English I	World Geography	Career-Related Electives: Introduction to Criminal Justice or Business Law or Introduction to Security Services
	Algebra I	Languages other than English I	
	Biology	Health/PE or Equivalent	
10th Grade			
Suggested Coursework			
	English II	World History	Career-Related Electives: Criminal Investigation or Emergency Communications or BCIS
	Geometry	Languages other than English II	
	Chemistry	Technology Applications	
11th Grade			
Suggested Coursework			
	English III	United States History	Career-Related Electives: Fundamentals of Criminal Law or Legal Aspects of Young Adults or Career Preparation
	Algebra II	Communication Applications	
	Physics	PE or Equivalent	
12th Grade			
Suggested Coursework			
	English IV	Government/Economics	Career-Related Electives: Crime in America or Courts and Criminal Procedure or Accounting I or Career Preparation
	AP Statistics	Fine Arts	
	Environmental Systems		

*Source: AchieveTexas.org

PARALEGAL AND LEGAL ASSISTANT PROGRAMS IN THE GULF COAST REGION

COMMUNITY COLLEGES

- Alvin Community College
- Houston Community College System
- Lee College
- Lone Star College System
- San Jacinto College
- Wharton County Junior College

UNIVERSITIES

- Rice University
- Sam Houston State University
- Texas Woman's University
- University of Houston



MAJOR EMPLOYERS IN THE GULF COAST REGION

- Akin Gump Strauss Hauer & Feld LLP
- Andrews Kurth LLP
- Baker Botts LLP
- Bracewell & Giuliani LLP
- Fulbright & Jaworski LLP
- Gardere Wynne Sewell LLP
- Haynes and Boone LLP
- King & Spalding
- Locke Lord Bissell & Liddell LLP
- Porter & Hedges LLP
- Thompson & Knight LLP
- Vinson & Elkins LLP
- Winstead



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