



NARINDA GREENE

DIRECTOR OF ADMINISTRATION

Arizona

ngreene@jshfirm.com | T: 602.235.7174 | F: 602.651.7501

As Administrator, Narinda leads the firm's day-to-day organizational functions and manages over 100 legal support employees. She works closely with our Managing Partner and Management Committee on firm operations and strategic planning. In addition, Narinda leads the firm's Administrative Management Team, including the Legal Support Manager and Directors of Human Resources, Office Services and Records, Information Technology, Accounting, and Marketing. Before being promoted to Director of Administration, she served as Director of Legal Support Staff and Litigation Technology Coordinator.

Narinda joined the firm in 2004 as a paralegal in our Governmental Liability & Employment Trial Group. She has more than 20 years of legal support experience, previously working for the Honorable Robert Myers and the Honorable Rebecca Albrecht at Maricopa County Superior Court. She is an active member of the Arizona Paralegal Association (APA) and the Association of Legal Administrators (ALA), and previously served as President of the APA and on the Board of Directors of the ALA. Narinda earned her Advanced Certified Paralegal (ACP) accreditation from NALA and her B.S. in Business Management from Arizona State University.

PROFESSIONAL ASSOCIATIONS & MEMBERSHIPS

- Arizona Paralegal Association (APA), Member, Past President
- Association of Legal Administrators (ALA), Member, Former Member of Board of Directors

EDUCATION

Arizona State University, B.S., Business Management
Advanced Certified Paralegal (ACP)