

Maren Schroeder, MBA, RP®, MnCP

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Highlights

- Master of Business Administration with emphasis in Legal Administration
- 2019 Minnesota Cannabis Culture Award – Medical Cannabis Advocacy
- 2016 Paralegal of the Year (Minnesota Paralegal Association)

Credentials

- PACE Registered Paralegal, National Federation of Paralegal Associations
- Minnesota Certified Paralegal, Minnesota Paralegal Association
- Qualified Facilitative Family/Civil Neutral under Rule 114 of the Minnesota Rules of General Practice

Political Experience

Policy Director – Sensible Change Minnesota **December 2018-present**

Leader for development of organizational legislative goals and initiatives, implementation of advocacy plan, preparing draft legislation and amendments, and building relationships with policy makers and stakeholders.

Treasurer – Tyrel Clark for Senate **December 2019-present**

Treasurer for State Senate candidate. Duties include Minnesota Campaign Finance Board compliance and reporting, analysis of expenses and contributions for appropriate classifications, lead fundraising efforts, and provide policy and political input for the campaign's positions.

Field Organizer – Brandan Borgos for Attorney General **July 2014-November 2014**

Distribution of campaign materials throughout SE Minnesota, policy consultation, research, and management of a team of attorneys reviewing court filings by the Minnesota Attorney General's office.

Professional Experience

Freelance Paralegal **October 2013 - present**

Contract paralegal available for part-time support to litigation, criminal, family, and cannabis industry firms.

Litigation Paralegal – Wendland Utz, Ltd. **March 2013 – October 2013**

Support for two busy litigation attorneys including research, case management, discovery preparation, pleading preparation, trial and appeal support, as well as maintaining FDCPA compliance for firm collections.

Litigation Paralegal – Dunlap & Seeger, P.A. **April 2010 – March 2013**

Support for the Bankruptcy Trustee, complex debtor bankruptcy, creditor litigation, non-profit, and litigation practices, I supported three associate attorneys and two Chapter 7 Bankruptcy Panel Trustees, including preparing, filing, evaluating, and litigating Chapter 7, 11, and 12 bankruptcies; direct support for bankruptcy and business litigation in state, federal, and bankruptcy courts; drafting and filing non-profit tax-exemption petitions; managing foreclosure cases; and obtaining and collecting judgments.

Legal Assistant – Haugen Law Firm, PLLC **May 2008 – January 2010**

Patent prosecution support for two attorneys, including management of global patent portfolios, and well as trademark and copyright preparation and filing.

Paralegal Intern – Halberg Criminal Defense **December 2007**

Criminal defense support for all firm attorneys, including investigation, preparation of pleadings and exhibits, and trial and appeal support.

Education	Master of Business Administration, Legal Administration	June 2015
	B.S. Paralegal Studies	November 2009
Professional Affiliations	Minnesota Paralegal Association	October 2011-present
	Current NFPA Primary/Director of Positions of Issues (2018-present); MPA Representative to Implementation Committee for Proposed Legal Paraprofessional Pilot Project (2019-2020); NFPA Host Association Convention Co-Chair (2019-present). Previously served as: Director of Marketing and NFPA Secondary (2017); MN State Bar Association Alternative Legal Models Task Force (2016-2017); Director of Professional Development (2016); Regulation Committee Chair (2014-2015); Director of Greater Minnesota (2013-2014); Rochester Chapter Director (2012). Past recipient of MPA's Outstanding Paralegal of the Year Award (2016) and MPA's Paralegal Advanced Competency Exam Scholarship (2014).	
	National Federation of Paralegal Associations	October 2011 – present
	Current: Association Leadership Training Coordinator (2019-2020), Chair, Ad Hoc Committee for NFPA's Position Statement on the Unauthorized Practice of Law (2018-2020). Previously served as: Association Management Co-Coordinator (2018-2019); Regulation Review Coordinator (2016-2017); Regulation Review Committee (2014-2015); Legislative Committee (2014-2016).	
Community and Volunteer Roles	Immediate Past President, Co-Founder; Sensible Minnesota	February 2015 –present
	Responsible for planning meetings, running day-to-day operations, and acting as a spokesperson for an organization focused on compassion, restorative justice, and public health in the context of the war on drugs and cannabis prohibition. Accomplishments include: planning and execution of the Minnesota Cannabis Summit (2015, 2017-current); development patient advocacy program (2015-2017). Development of naloxone distribution program with other community programs and naloxone trainer (2019). Previous Treasurer (2015-2017), Vice President (2016-2017), President (2017-2019). Currently focused on relationship and program building, including community engagement locally and nationally, as well as strategic planning and leadership development.	
	Crisis Victim Advocate; DFO Victim Services	April 2011 - present
	Volunteer staff for a 24-hour crisis line taking calls and providing counseling to survivors of sexual assault, including responding to the Emergency Department to support victims during forensic exam and reporting. Peer trainer for new volunteers. Program awarded 10 Who Make a Difference Award from KTTC television in 2013.	
	Mediator; Mediation & Conflict Solutions	May 2014 – present
	Civil and family mediator providing services to resolve disputes over parenting time, with neighbors, and between students, parents, and faculty at the Rochester Alternative Learning Center.	
	Planning and Zoning Commissioner; City of Stewartville	January 2013 – present
	Evaluation of requests for zoning changes, variances, and conditional use permits. Provide recommendations to City Council after public hearing. Past Commission Chairperson (2016-2017).	

Policy Achievements

- 2019: Expansion of eligibility for medical cannabis caregivers, addition of Chronic Pain as a qualifying condition for medical cannabis.
- 2018: Addition of Alzheimer's Disease as a qualifying condition for medical cannabis.
- 2017: Addition of Autism Spectrum Disorder as a qualifying condition for medical cannabis; final report to MN State Bar Association General Assembly on Alternative Legal Models; picked up by MN Supreme Court Chief Justice Gildea for continuation in 2019.
- 2016: Post-Traumatic Stress Disorder as a qualifying condition for medical cannabis.
- 2015: Miscellaneous rule changes to implementation of Minnesota's medical cannabis program.

Presentations

- "Marijuana in Minnesota: Where are we and where are we going?" Minnesota Paralegal Association, St. Paul, MN (2019)
- "Deconstructing Decades of Failed Cannabis Prohibition." Sensible Minnesota, St. Paul, MN (2018)
- "The Uprising Against Rogue Paralegals," National Federation of Paralegal Associations, Lexington, KY (2018)
- "The Catch-22s of Cannabis Legalization," National Federation of Paralegals Associations, New Orleans, LA, (2017)
- "Alternative Legal Models: What are they and why should I care?" National Federation of Paralegal Associations, New York, NY (2017)
- "Making a Millennial: How to Recruit, Engage, Develop, and Motivate Tomorrow's Leaders," National Federation of Paralegal Associations, New York, NY, (2017)
- "Fiduciary Duty for Nonprofit Directors," National Federation of Paralegal Associations, Webinar, (2017)
- "Millennials, Social Media, and Ethical Communication," Minnesota Defense Lawyers Association, Minneapolis, MN (2016)
- "Alternative Legal Models: What are they and why should I care?" Minnesota Paralegal Association, Minneapolis, MN (2016)
- "Developments and Trends in U.S. Regulation," National Federation of Paralegal Associations, Wichita, KS (2016)
- "Minnesota's Medical Cannabis Law," Minnesota Paralegal Association, Minneapolis, MN (2015)

Publications

- "Learning Greatness in Leadership," National Paralegal Reporter, Winter 2019
- "Paralegals in the Non-Profit Sector," National Paralegal Reporter, Summer 2017
- "#Justice4Philando: Cannabis Use is Not Justification for Manslaughter," Sensible Minnesota Blog, June 2017
- "Paralegals Addressing the Justice Gap," Citations: A Publication of the Minnesota Paralegal Association, June 2017
- "The Long and Winding Road of Law Making," Citations: A Publication of the Minnesota Paralegal Association, Feb. 2017
- "Election Results and What They Mean for Minnesota," Sensible Minnesota Blog, Nov. 2016
- "Working with Bipolar Disorder, Not Against It," National Paralegal Reporter, Spring 2016
- "Federal Law Creates Cannabis Conundrum," National Paralegal Reporter, Fall 2015
- "A Trip to NFPA's Joint Conference," National Paralegal Reporter, Fall 2014
- "Minnesota Paralegal Association Ignites the Flame of Professionalism with the MnCP Credentialing Program," Attorney at Law Magazine, 2015

Awards

- Minnesota Cannabis Culture Awards, Medical Cannabis Advocacy (2019)
- Minnesota Paralegal Association, Paralegal of the Year (2016)

**Software and
Technical
Proficiencies**

Microsoft Word
Microsoft Excel
Microsoft Power Point
Microsoft Outlook
Lexis-Nexis
Fast Case
Westlaw
ECF Filing System
MNCIS
Odyssey

Adobe Illustrator
Adobe Acrobat Professional
Mac OSx
Word Press
Website Administration
Blogging
Social Media Administration
Quickbooks
Campaign Finance Reporter