

Paralegal Task Breakdown

(Skill Level 40 - Sergeant First Class)

TASK	INSTITUTIONAL	ORGANIZATION/OPERATIONAL	SELF-DEVELOPMENT
Provide Legal Support for Domestic Operations	X-SLC		
Process a Plea Agreement	X-SLC		
Prepare a Court-Martial Panel Selection	X-SLC		
Draft SJA Panel Selection Advice	X-SLC		
Process Panel Member Excusals	X-SLC		
Manage Military Paralegals	X-SLC		
Employ Manpower Management	X-SLC		
Identify Administrative Law Concerns	X-SLC		
Develop Preventive Law Program	X-SLC		
Draft Warrant or Order for Electronic Communication	X-SLC		
Define Search and Seizure	X-SLC		
Define Unlawful Command Influence	X-SLC		
Process a Tort Claim		X	
Perform Initial Review of an Operations Plan for National Security Law Concerns		X	
Prepare a Report of Law of War Violation Allegation		X	
Process a Travel Order for a Court-Martial Witness		X	X
Process a Voucher of Payment for a Court-Martial Witness		X	X
Refine Army Writing for Paralegals			X-IPC 2
Apply Law of War Principles			X-IPC 2
Analyze Status of Displaced Persons			X-IPC 2
Apply Law of Armed Conflict in Cyberspace Operations			X-IPC 2
Provide Support to Detainee Operations			X-IPC 2
Employ Fiscal Law Deskbook			X-IPC 2