

Melanie M. Yackley *Legal Operations Coordinator*



Providing value involves being intentional about tasks and costs, keeping the client in mind, and staying transparent.

612.373.8326 *Direct*
myackley@greeneespel.com

Overview

As a Legal Operations Coordinator helps manage and triage the moving parts of complex litigation matters and the firm's operations.

She assists matter teams with defining goals, standardizing processes, and delivering results that align with each client's objectives. Currently, Mel focuses primarily on assisting a team representing one of the world's largest companies in a mass tort dispute with cases located across the country.

Mel has prior experience working for the Minnesota Attorney General's Office and for a plaintiff's personal injury firm. In her roles at both offices, she gained valuable experience and effectively balanced varying assignments to assist attorneys in meeting client needs.

Education

A.A.S., Alexandria Technical College, Paralegal and Office Management (2006)

Professional & Community Affiliations

PROFESSIONAL AFFILIATIONS

- National Association of Legal Professionals Twin Cities (NALS)

COMMUNITY INVOLVEMENT

Mel has served as a tutor with the Minnesota Department of Employment and Economic Development, and she has been a foster for an animal rescue organization for several years.

Certifications

- Notary Public, State of Minnesota