

## Mireille Francoeur

Mireille Francoeur is the Special Projects Manager, supporting the leadership team, reporting to Anik Trudel, Chief Executive Officer.

In this position, she is responsible for managing and overseeing current and future projects, with the primary objective of assembling and coordinating resources and personnel to ensure that projects underway progress and are completed on time and within budget.

Over the last 28 years, Mireille has played a number of supporting roles at law firms in positions that have included the head of the research centre and of student and articling student training at the Québec City office, and coordinator of the team that prepared the manual *Procédures en matière familiale: divorce, séparation de corps et union de fait* and the 4th edition of *Législation sur le patrimoine familial annotée*.

From 2002 to 2017, Ms. Francoeur held the position of administrative director at the Québec City office, where she led numerous initiatives designed to optimize administrative processes for the firm as a whole, while managing the business of the Québec City office.

She has also worked on the implementation of a number of technological solutions over the years, including Elite Enterprise (2002-2003), Gestion des délais de la procédure civile (2004), iManage Worksite (2010-2011) and LexisNexis InterAction (2015).



## Education

■ Techniques of documentation, Collège François-Xavier Garneau, 1989.

## Boards and Professional Affiliations

■ Member of the Executive Committee of the firm (Lavery Lawyers)

■ Member of AQAJ, 2016 to 2017

■ Member of ALA Québec, 2012 to 2016