

Toni K. Allen



Capital
Chapter Foundation

Toni K. Allen was a pillar in the law firm legal administrator community. She served as the President of the Capital Chapter and also received the Chapter's Past Presidents' award in 2000.

As many law firm administrators began their careers, Toni was always there serving as mentor, helping new members navigate challenges and ensuring they knew that all chapter members were available to support one another. She attended every event and would make it her mission to connect people; introducing members to each other and introducing business partners to her colleagues.



Toni was authentic and firm yet had a grace and kindness about her that resonated when you met her. Toni rose from humble beginnings. She began her legal career as a legal secretary and through hard work and determination she worked her way up to the role of Office Administrator. During her career she served as the Office Administrator for three DC law firms - handling operations, human resources, budgets and a host of other responsibilities.

Ms. Allen accomplished a tremendous amount during her career and while she did not have a college degree, she always spoke about the importance of obtaining a college education. It is with this in mind that the ALA Capital Chapter created the Toni K. Allen Scholarship Program. It was Toni's wish and within our ability to create a scholarship program that would have an impact on a high school graduate in the Washington, DC metropolitan area.

Sadly, Toni passed away on September 29, 2003, but her legacy will live on with the ALA Capital Chapter and the scholarship program named in her honor.