

Talking about the Demand of the Grass-roots Procuratorates for Legal Secretarial Professionals in Higher Vocational Colleges

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Abstract: The purpose of training talents for legal secretary major in higher vocational colleges is to train high-quality technical legal talents for the society. On the basis of “cooperation between schools and prosecutors”, Hunan Judicial Police College has made a preliminary discussion on the needs of grassroots procuratorates for legal secretarial professionals in higher vocational colleges. It mainly analyzes the changes in the demand of legal secretarial talents in higher vocational colleges after the reform of judicial system, summarizes the predicament of the cultivation of professional talents in higher vocational legal secrets, and tries to find a way out for the training of professional secretarial professionals.

1. The Reform of Judicial System Promotes the Demand for Legal Secretarial Talents in Higher Vocational Colleges by Grass-roots Procuratorates

On September 26, 2017, at the 32nd meeting of the standing Committee of the 12th Hunan provincial people's congress, you quanrong, chief prosecutor of the Hunan provincial people's procuratorate, mentioned in the report of the Hunan provincial people's procuratorate on the progress of deepening the reform of the judicial system that “the shortage of procuratorial auxiliary personnel affects the formation of case handling organizations. The province now has 3,811 prosecutors, while the number of assistant prosecutors and clerks is 2,469 and 2,497 respectively (including 1,826 employed clerks). According to the central government's 1: 1: 1 ratio requirement for “three categories of personnel”, there are still 1,342 assistant prosecutors and 1,314 clerks missing. “Through the network search, I t is found that the recruitment of employment system clerks by the unified examination organized by the provincial prosecutors has been smoothly carried out in some provinces in 2018. For example, the procuratorial organs of Yunnan Province have openly recruited 1,705 employment system clerks for the public. On November 18, 2018, the Hunan Provincial Higher People's Court recruitment examination for clerks was held. A total of 95 clerks were recruited. After being employed, their welfare benefits shall be in accordance with the “Measures for the Administration of Clerks Employed by Hunan Provincial People's Court and People's Procuratorate (Trial)” and the “Measures for the Guarantee of Funds for Clerks Employed by Hunan Provincial People's Court and People's Procuratorate”. The author learned through telephone consultation from some grassroots procuratorates in Hunan Province (including Yongzhou Jianghua, Yiyang Datong Lake, Yueyang Jingjian and Yueyang Yunxi). At present, the unified recruitment plan of the procuratorate of Hunan Province is in the process of being drafted. The grassroots procuratorate wants to recruit the clerk, which is usually recruited by the court to the society. Generally, it is employed or dispatched. The recruitment of individual grassroots procuratorates is not necessarily a “clearer”, sometimes recruiting “co-alerts”, but their job responsibilities are basically the same as those of the clerk. In the “Full-time Three-year Higher Vocational Talents Training Program of Hunan Judicial Police College (2016 Edition)”, the employment of legal secretarial major is mainly for court, procuratorate clerks and administrative secretaries, which is in line with the spirit of comprehensively deepening the reform of the judicial system and the demand for talents. This paper attempts to discuss the demand of grassroots procuratorates for legal secretary talents in higher vocational colleges, so as to promote the reconstruction of the training mode of legal secretary talents in higher vocational colleges.

2. Current Dilemma in Training Legal Secretarial Professionals in Higher Vocational Colleges

2.1. Talent Training Program and Job Demand Disjointed

There is an essential difference between the talent training objectives of higher vocational colleges and those of undergraduate colleges. The students they train should become high-quality compound technical and technical talents, not theoretical researchers. Legal secretary, legal modified text, text is the core, legal vision, procuratorial system requirements for legal secretary professionals: first, the most basic knowledge requirements, mainly document writing knowledge, legal professional knowledge, secretarial professional knowledge and computer knowledge. Second, the most important abilities are eloquence, writing and communication. Third, the most needed posts are clerks and office secretaries. The new talent training plan of our college is being revised. There are several training objectives for core courses that need to be adjusted to conform to the development of the times. First of all, there is a deviation in the concept of training students' skills. For example, the course "stenograph" cannot be limited to improving students' typing speed, cultivating students' fast recording and processing ability of Chinese characters, and using efficient shorthand machine to realize office automation. Hu Yan, assistant prosecutor of the Civil Administration Procuratorial Department of Jianghua County's basic-level procuratorate, stressed that clerks also need to take on materials such as summary reports, leadership speeches and publicity of the department. The ability to write a document is not a one-off practice. It requires long-term and repeated practice. It is not an "app writing" course that can improve the student's level in a short time. Secondly, the credits for professional core competence courses are not well established. The Professional Core Competency Course has a total credit of 54 credits, and the graduation requirements require students to complete 176 credits. In the next revision of the talent program, the proportion of core courses should be greatly increased. We must grasp the core, strengthen the foundation, and increase the proportion of practical training courses.

2.2. Dislocation of Students' Cognition of Major and Employment

With the convening of the 18th National Congress of the Communist Party of China and the construction of the rule of law in China, there has been a trend of good employment situation and high employment income for law-related majors, which has also stimulated the enrollment of law and related majors. Especially in the judicial colleges and universities, the possibility of entering the civil service is greater for the graduates of the judicial colleges and universities, especially the graduates of the national control major, and the students' interest in learning is stronger. However, the length of schooling for legal secretary major students in higher vocational colleges is three years, of which the last year is seriously short of time in school, and the students' study of legal theory is not profound enough. In the judicial examination (law examination) in which the passing rate was less than 10% over the years, there were almost no candidates with professional or higher vocational qualifications who passed. However, the social recruitment of civil servants has been rejected because the public security, procuratorial and legal systems have set the threshold of bachelor's degree. Occasionally, some staff members who do not have bachelor's degree are mostly front-office administrators. Due to the students' lack of professional knowledge and high expectations for employment, this reality has seriously affected the employment enthusiasm of graduates. In 2014, due to the large amount of unemployment, the employment rate continued to fall, and the salary was low, the legal secretarial profession has been included in the yellow card of the Ministry of Education. Therefore, teachers and students are confused about the prospects of the legal secrets profession for a period of time.

2.3. Lack of the Course of Legal Professional Ethics Education

Morality is the foundation of human beings. Legal professional ethics education is the core curriculum for undergraduate law professionals, and various undergraduate law schools have already achieved relevant results. However, the professional secretarial profession of higher vocational education has not yet offered relevant courses on legal professional ethics education. In

the course of the Legal Professional Ethics Course published in 2018, nine legal groups including prosecutors were included. Legal secretary major in higher vocational colleges should also emphasize the education of professional ethics. On July 31, 2018, the Hunan Provincial Attorney General's Association (TV and Telephone Association) specially emphasized the spirit of the provincial and municipal courts regarding "confidentiality". In addition to the formal police officers, the participants of the grassroots procuratorates also include the co-prosecutors and other auxiliary personnel, which shows the status of legal profession and legal ethics among all legal professions. Therefore, once the students majoring in legal secretarial major enter the system through recruitment, they also need to have good comprehensive legal literacy.

2.4. Insufficient cooperation between the Institute and the Procuratorate

Due to the limited number of students enrolled, the college has long maintained close cooperation with the court system and neglected the connection with the procuratorial system. Therefore, the college does not know enough about the demand for legal secretarial talents of the procuratorate. The demand of the procuratorial system for clerks and administrative secretaries is slightly smaller than that of the courts, and due to the lack of contact and cooperation in normal times, it lacks understanding of students of this major. Therefore, the grass-roots procuratorate usually does not recruit talents with strong professional ability, resulting in serious lack of people, affecting the formation of the case organization. On the other hand, students have narrow employment channels and are unemployed after graduation.

3. Way Out for Training Legal Secretarial Talents in Higher Vocational Colleges

In 2017, the Supreme People's Court, the Supreme People's Procuratorate, the Ministry of Finance and the Ministry of Human Resources and Social Security jointly issued the "Reform Plan for the Management System of Clerks Employed by the People's Court and the People's Procuratorate (for Trial Implementation)" which pointed out the direction for the legal secretarial profession. The legal secretary specialty adopts unified recruitment, signs labor contracts with clerks, provides stable salary, and improves the employment security level of clerks as a whole. The procuratorial system mainly employs clerks and administrative secretaries for legal secretary major students. Comparatively speaking, the procuratorate has a greater demand for clerks, especially the grassroots procuratorate. Yu Hongyuan, director of the office of the basic-level procuratorate in Jianghua County, Hunan Province, is responsible for the recruitment of personnel. He mentioned that the basic-level procuratorate needs a large number of clerks. However, due to its distance from provincial capitals and inconvenient transportation, the college cannot recruit law secretary graduates with strong professional ability. This is a common problem for recent graduates. They have low-handedness, no accurate positioning of their own abilities, and are unwilling to start from the grassroots. Graduates who stay in provincial capitals are not competitive enough, and some students choose to work in other industries after graduation. For those who intend to enter the procuratorial system to work as clerk, they should focus on improving their ability to handle pre-trial transactional work, strengthen their familiarity with procedures such as investigation and evidence collection and making transcripts, and improve their ability to organize, bind, and archive.

3.1. Accurate Docking of Talent Training and Employer's Post Demand

Our college has an advantage in training excellent legal secretarial professionals. In individual interviews, the author learned that Xiao Zicai, deputy director of the Hunan Provincial Prison Administration Office, said that four of our college's political science and law secretary major graduates around 2000 have now become the backbone of the prison system secretary. Peng Huanhu and Fan Neng of the Provincial Prison Administration, Zhao Hui of Yueyang Prison and Yu Min of Changkang Prison respectively. On December 28, 2018, he won the first prize of the office special skills (youth group) project in the "2018 national secretarial & shortlist vocational skills competition and the international shortlist competition to Sardinia, Italy" and also won the admission ticket to the 2019 cagliari international shortlist general assembly competition. On

November 15, 2018, our hospital was successfully approved as the “national cooperative organization for the evaluation of industrial and information systems stenographers”. It is reported that the qualification was approved and granted by the State Ministry of Industry and Information Technology. This year, there are 14 cooperative evaluation organizations approved nationwide. Our hospital is the only one in Hunan Province. At the same time, the author learned through the two-month investigation and visit of the Jianghua County Procuratorate in Hunan Province, the demand for legal and secretarial professionals and the type of talents urgently needed. As well as targeted interviews, students' expectations for their future positions, it is recommended that students of legal secrets should be classified according to their interests and good at class after entering school or the direction of employment. Adjust the key points, teaching concepts and training objectives of the core courses of different classes to meet the needs of the most important skills in different positions.

3.2. Strengthen the Vocational Ethics Education of Law Secretarial Specialty in School

Professional ethics education should be strengthened in the professional secretarial profession. “The law is a skill that requires long hours of study and accumulation of experience to master.” Every undergraduate law major must have a compulsory course in legal professional ethics and is a core course of professionalism. Professional teachers of legal secrets in higher vocational colleges should be appropriately integrated into practical teaching while teaching theoretical knowledge. If students are trained to work as clerks of the procuratorate, courses on professional ethics of prosecutors should also be conducted. Not only should we conduct in-depth study and research on the meaning, characteristics, content and other aspects of legal professional ethics as a whole, but also we should learn the professional ethics unique to being a clerk of the procuratorate. At present, higher vocational colleges have yet to offer relevant courses. With reference to the situation that it is difficult for undergraduate colleges to offer an independent course, it can be integrated into the practical training course of procedural law courses related to the procuratorial system. Trying hard to implant the legal belief that the procurator's office clerk should possess and the observance and love of professional ethics into the classroom study, in this way to cultivate the basic legal literacy of legal secretary major.

3.3. Strengthen the “School-Inspection Cooperation” between Off-campus and Procuratorial Organs

Gradually improve the “school-inspection cooperation” with the procuratorial system. Under the attention of the college, we will increase in-depth cooperation with the procuratorate. Give full play to the role of professional guidance teachers in the procuratorate departments. At the same time of improving students' practical ability, we should pay attention to cultivate good professional accomplishment and professional behavior standard. In the process of explaining and teaching, the departmental industry instructors understand the development prospects of the whole industry and pay attention to the development of good professional quality and professional behavior norms.

First, introduce the students to the promotion rank system of the provincial clerk. For example, in 2017, the Provincial Procuratorate of Jiangsu Province promulgated the “Provisional grading and grading method for the procuratorial staff of the procuratorate of the province (for trial implementation)”, in which the separate sequence and hierarchical management are particularly eye-catching. The post ranks are junior clerk, intermediate clerk, senior clerk and special clerk from low to high. The junior, middle and senior clerk are set to three, two and one respectively for each category, while the special clerk has no grade. The way to grade is mainly the combination of examination and assessment. The examination content mainly includes theoretical examinations and quick-recording skills examinations. The assessment contents include morality, energy, diligence, performance, and integrity. In addition, low academic qualifications but having professional qualification certificates such as senior stenographers are special provisions for lowering academic qualifications. The basic treatment of employed clerks, such as medical treatment, pension, vacation, etc., is the same as that of official policemen. The implementation of the system not only greatly mobilized the enthusiasm of the employed clerks, but also enhanced their sense of professional

belonging. The phenomenon of brain drain caused by “hopeless promotion” of clerks was also solved. In this way, clerks with strong professional ability can stand firm and exert their intelligence in this position. At the same time, when the clerk has a certain level and works, the professional qualification certificate is complete and the clerk can strive for a certain quota. This will enable their work to develop in a more stable and long-term way, and their wages and benefits will be more effectively protected.

Secondly, to increase the professional sense of belonging of the legal secretary professional procuratorate clerks to the students. It is very difficult for the employed clerks to have a sense of professional belonging and honor only by themselves. Only when one feels a sense of belonging can one have confidence in the whole, thus subconsciously integrating oneself into the collective and making efforts to maximize the collective benefits. The sense of belonging mainly comes from both material and spiritual aspects, and the material aspects are not repeated. In the process of internship, we will create a good atmosphere for the big environment, and give more practical support to the students. We encourage them to actively integrate into the big family.

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