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goals

**WASHINGTON AREA LEGAL RECRUITMENT
ADMINISTRATORS ASSOCIATION
INDUSTRY SURVEY FALL 2010 FOR LAW FIRMS,
GOVERNMENT AGENCIES AND
LAW SCHOOL CAREER SERVICES**

Presented By:
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SUMMARY OF INTERESTING RESULTS

Law Firms and Agencies

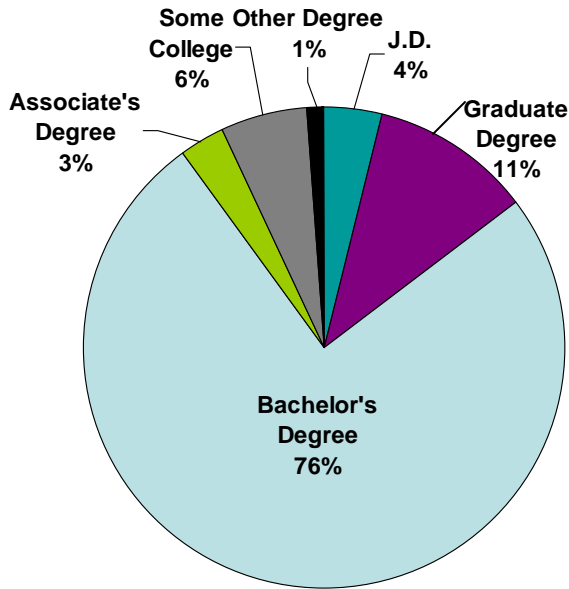
- 55% of you have been with your current firm for 5 years or less
- 30% of you have been in the legal recruiting field for 10+ years
- 45% work in regional offices
- 30% receive overtime and 70% receive bonuses
- 31.7% of you were able to attend the NALP Conference
- 48% of you feel you are not fairly compensated for your responsibilities

Law School Career Services

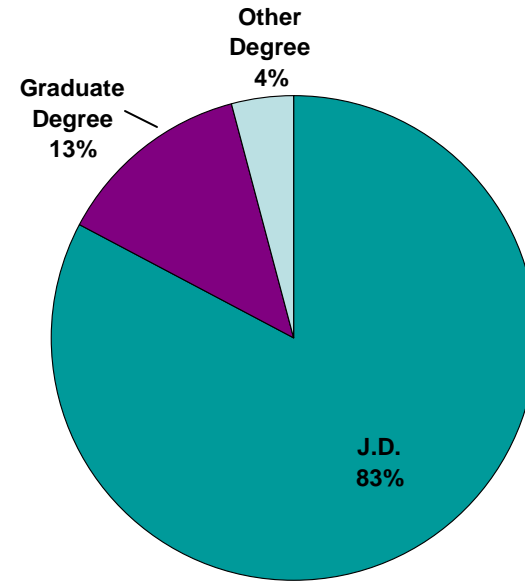
- 56% of you have been with your current school for 5 years or less
- 22% of you have been in law school recruiting for 10+ years
- 76% of you work for a private institution
- 0% make overtime and 11% received bonuses
- 78% of you were able to attend the NALP Conference
- 60% of you feel you are not fairly compensated for your responsibilities

53% of Law Firm respondents' departments have DECREASED in size over the last 2 years while
61% of Career Services respondents' departments have INCREASED in size

Highest Degree of Education Attained by WALRAA Survey Participants



Firms/Agencies



Career Services

Of 2010 Survey Respondents, 4% of Law Firm/Agency professionals have JDs compared to 83% of those in Law School Career Services

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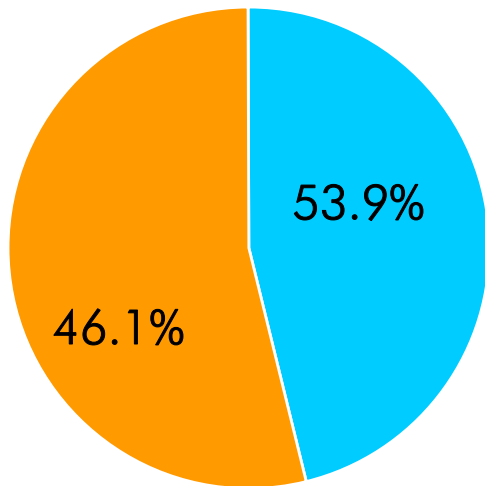
In the last eighteen months, has your department experienced any of the following?

	Firms/Agencies	Career Services
Salary Freeze	67.9%	54.5%
Decrease in Staff	65.4%	9.1%
Reduced Overtime or Comp Time Benefits	40.7%	0%
No Bonus	25.9%	9.1%
Decreased Salaries	17.3%	0%
Furloughed Employees	13.6%	18.2%
Loss of Benefits	4.9%	0%
Received COLA Benefits	3.7%	9.1%

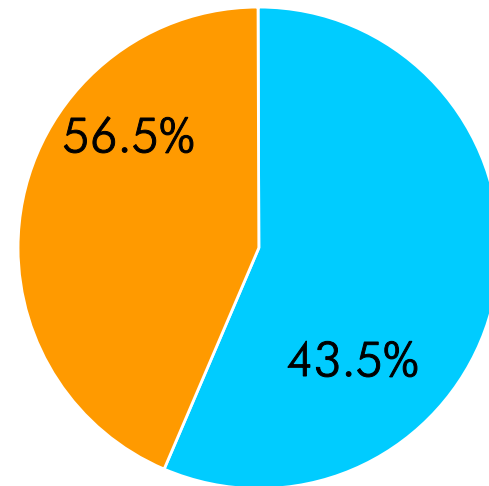
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Since you have been with your current organization, have you had a promotion with a title change?

Firms/Agencies



Career Services



Yes
No

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SALARY SURVEY RESULTS FOR LAW FIRMS AND GOVERNMENT AGENCIES

- Received a total of 93 Surveys
- Total Breakdown
 - Director: 10
 - Manager: 39
 - Coordinator: 29
 - Assistant: 11
 - Other: 4

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WALRAA Survey Participants' Average Salaries

<u>Title</u>	<u>Average Salary</u>	<u>Median</u>	<u>Salary Range</u>
Directors:	\$166,333	\$163,000	\$111K-\$225K
Managers:	\$96,971	\$95,500	\$61K-\$130K
Coordinators:	\$64,607	\$60,500	\$46K-\$90K
Assistants:	\$45,222	\$48,000	\$36K-\$50K

Salary Percent Change from 2008
Directors 6.2%, Coordinators 5.8%, Managers 0%, Assistants 6.3%



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Washington Area Legal Recruiters' Average Salaries And Summer Class Sizes

Title	Average Salary	Median	Salary Range	Bonus	Summer Class 2010	Summer Class 2009
Directors	\$166,333	\$163,000	\$111K-\$225K	\$8,428	15	35
Managers:	\$96,971	\$95,500	\$61K-\$130K	\$5,504	11	16
Coordinators	\$64,607	\$60,500	\$46K-\$90K	\$2,527	11	17
Assistants:	\$45,222	\$48,000	\$36K-\$50K	\$500	13	21

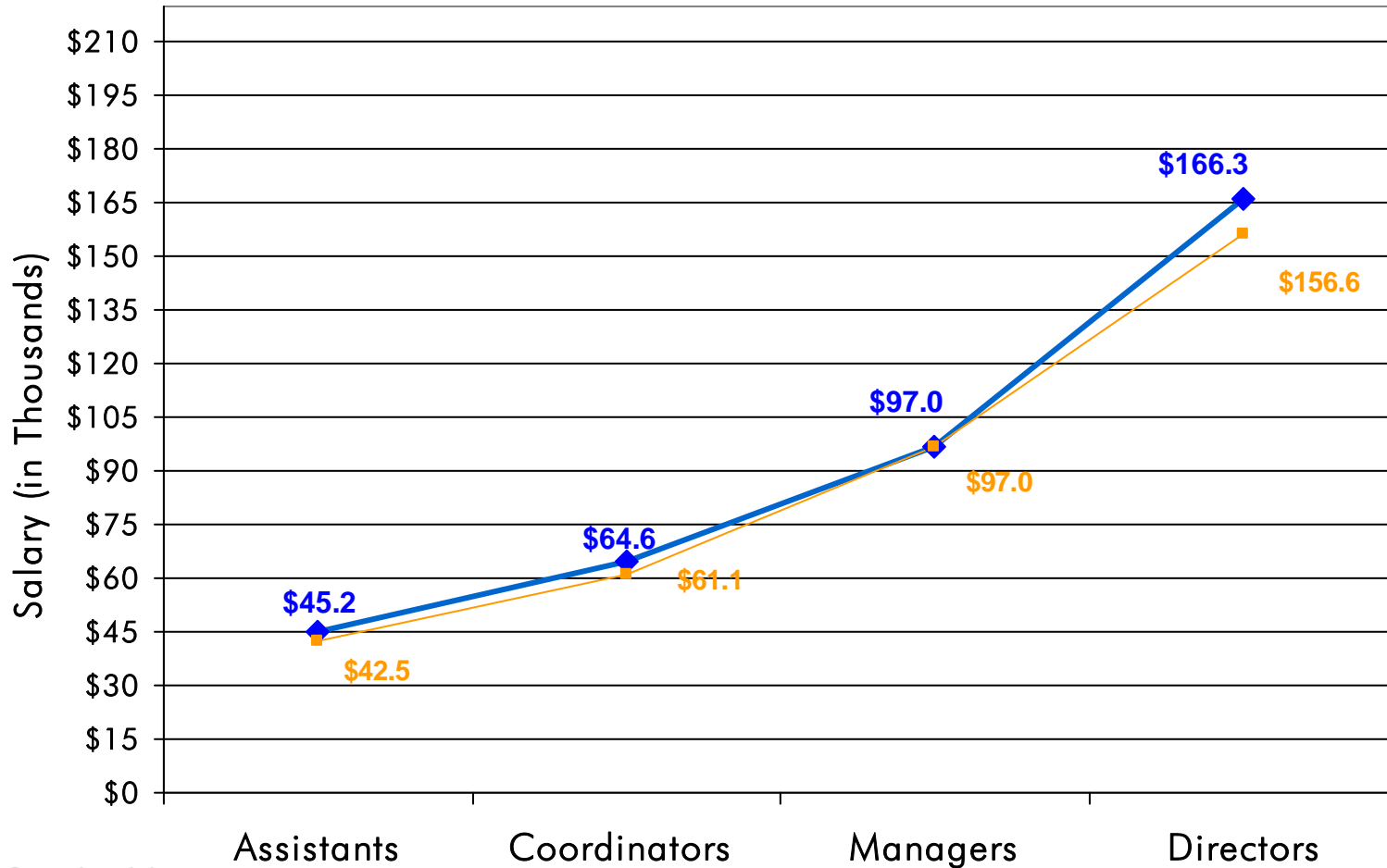
Average Summer Class Size for 2010 was 13

Average Summer Class Size for 2009 was 23



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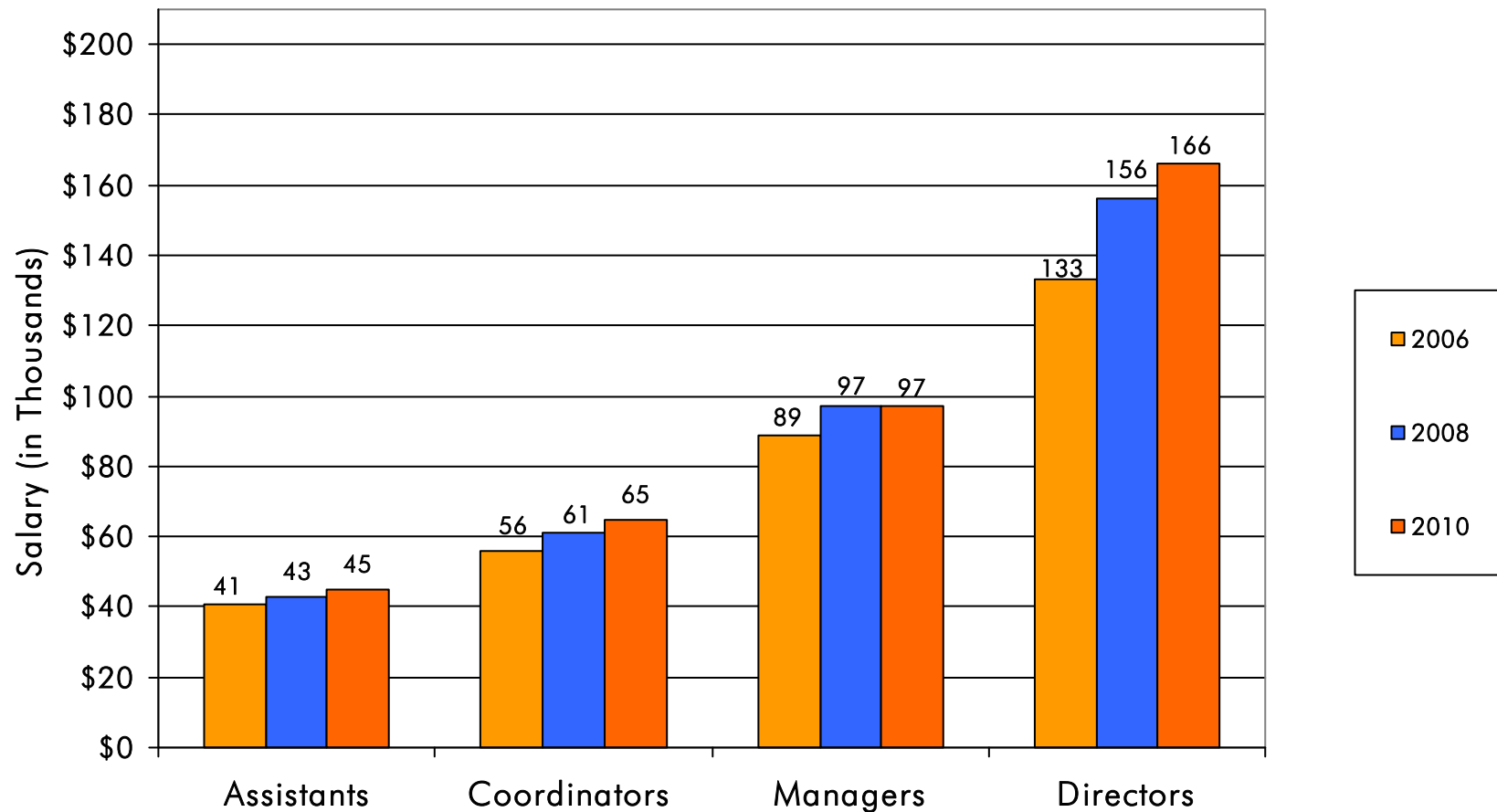
Average Salaries for Law Firm Recruitment Professionals



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Average Salaries for Law Firm Recruitment Professionals

2006 vs. 2008 vs. 2010



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Assistant Salary Data by Firm Size:

ATTORNEYS in WASHINGTON DC OFFICE	AVERAGE	RANGE
1-750	\$43,000	36K-50K
751-1000	\$46,333	36K-50K

Average Base Salary for Assistants is \$45,222

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Coordinators w/ OT Salary Data by Firm Size:

ATTORNEYS in WASHINGTON DC OFFICE	AVERAGE	RANGE
1-750	\$62,833	46K-85K
751-1000	\$67,333	51K-85K

Average Salary for Coordinators w/ OT is \$65,533

Average OT for 2009 was \$4,202

Average OT for 2008 was \$7,208

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Coordinators w/o OT Salary Data by Firm Size:

ATTORNEYS in WASHINGTON DC OFFICE	AVERAGE	RANGE
1-750	\$64,900	56K-80K
751-1000	\$62,313	46K-80K

Average Base Salary for Coordinators w/o OT is \$63,308

Average Bonus is \$3,229

Average Base Salary was \$65,292 in 2008

Average Bonus was \$3,321 in 2008

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Managers Salary Data by Firm Size:

ATTORNEYS in WASHINGTON DC OFFICE	AVERAGE	RANGE
1-250	\$79,000	66K-95K
251-500	\$91,100	61K-120K
501-750	\$100,500	66K-120K
751-1000	\$101,500	76K-120K
1000+	\$102,950	61K-130K

Average Base Salary for Managers is \$96,773
and Average Bonus is \$5,504
For 2008, Average Base Salary for Managers was \$96,980
and Average Bonus was \$6,658

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Directors Salary Data by Firm Size:

ATTORNEYS in WASHINGTON DC OFFICE	AVERAGE	RANGE
1-750	\$168,500	111K-225K
751-1000	\$163,625	131K-200K

Average Base Salary for Directors is \$166,333 and
Average Bonus is \$8,428

For 2008, Average Base Salary was \$156,556 and
Average Bonus was \$11,188

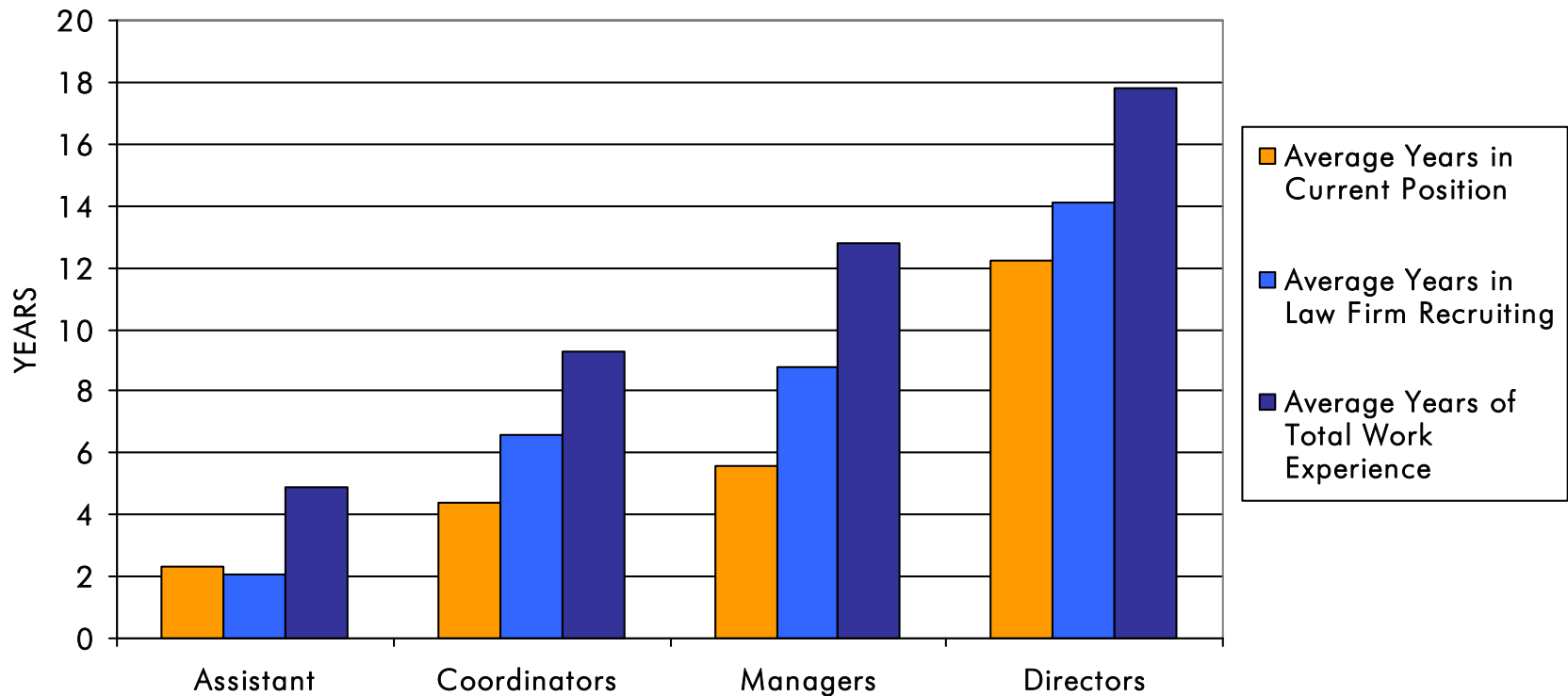
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Average Number of Positions in DC Departments by Office Size

Office Size	
1-75	Average Department Size = 1.7 Most common positions = Coordinator, Manager
76-125	Average Department Size = 2.8 Most common positions = Assistant, Coordinator, Manager
126-225	Average Department Size = 2.3 Most common positions = Assistant, Coordinator, Manager
226-300	Average Department Size = 4.7 Most common positions = Assistant, Coordinator, Manager, Director
301-400	Average Department Size = 8.4 Most common positions = Assistant, Coordinator, Manager, Director
401-700	Average Department Size = 5.4 Most common positions = Assistant, Coordinator, Manager, Director

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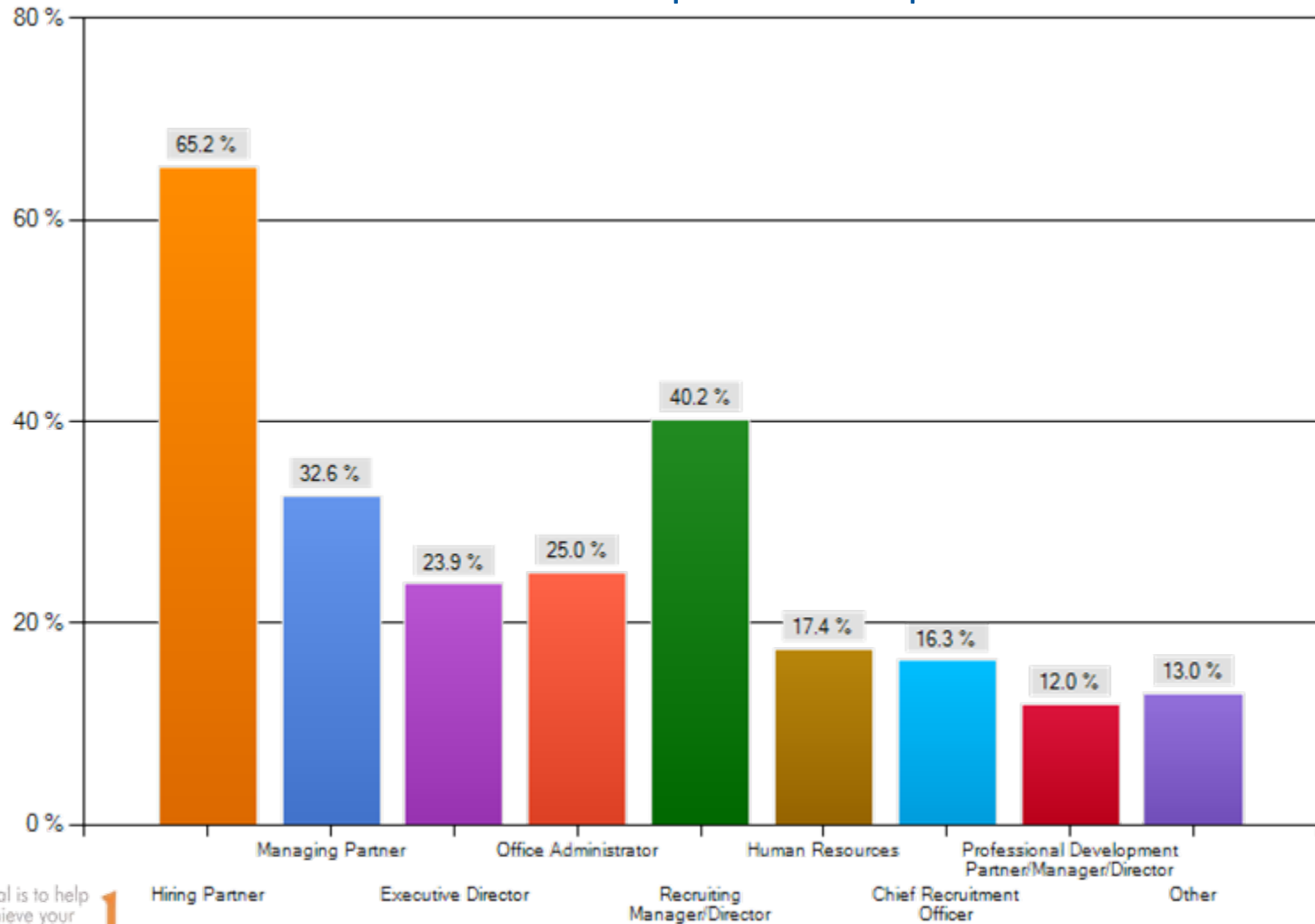
Average Years in Current Position vs. Average Years of Law Firm Recruiting Experience vs. Average Years of Total Work Experience



The average years in Law Firm Recruiting for Assistants was 1.3 in 2008 and is now 2 years

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Who Does Your Department Report To?



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Survey Respondents' Responsibilities for Summer Program

	Responsibility of Department	Your Responsibility	Added Within the Last Year
Coordinate Summer Associate training and orientation	73.3%	72.2%	3.3 %
Plan social events, section parties, summer associates lunches and firm parties	75.3 %	69.7 %	2.2 %
Monitor Summer Associate work projects and assignments	72.4 %	67.8 %	0 %
Receive evaluations for Summer Associates	72.1 %	70.9 %	1.2 %
Organize clerkship reviews	74.5 %	49 %	0 %
Participate in Recruiting Committee meetings	67.4 %	76.7 %	2.3 %
Conduct Summer Associate exit interviews	73.1 %	50 %	1.3 %
Prepare offer and decline letters for associate and Summer Associate candidates	75.3 %	51.7 %	2.2 %
Database entry	82.8 %	40.2 %	3.4 %
Budget planning	73.6 %	64.4 %	2.3 %

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Survey Respondents' Responsibilities for Law Student Recruiting

	Responsibility of Department	Your Responsibility	Added Within the Last Year
Plan Fall on-campus interview calendar	77 %	58.6 %	1.1 %
Coordinate with various law schools to schedule interview dates	81.4 %	53.5 %	1.2 %
Plan pre and post on-campus interview receptions	79.5 %	61.4 %	1.2 %
Organize travel and schedules for interviewing attorneys	77.8 %	51.9 %	1.2 %
Arrange travel and interview schedules for candidates	75.9 %	50.6 %	2.3 %
Conduct correspondence and follow-up with candidates	74.7 %	64.4 %	1.1 %
Participate in Recruiting Committee meetings	70.1 %	73.6 %	2.3 %
Database entry	83.7 %	40.7 %	3.5 %
Budget preparation	76.1 %	60.2 %	2.3 %

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Survey Respondents' Responsibilities for Professional Development

	Responsibility of Department	Your Responsibility	Added Within the Last Year
Managing Attorney Program	86.5%	36.5%	1.9 %
Managing Attorney Professional Development (i.e., CLE)	83.3 %	35.2 %	2.2 %
Training and Orientation	80.6 %	56.5 %	1.6 %
Mentoring	83.9 %	42.9 %	3.6 %
Associate evaluations	86.3 %	37.3 %	7.8 %
In-house programming	86 %	44 %	2 %
Lawyer personnel	84.1 %	45.5 %	0 %
Budget planning	86.8 %	43.4 %	3.8 %

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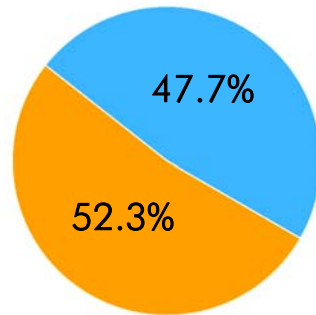
Survey Respondents' General Responsibilities

	Responsibility of Department	Your Responsibility	Added Within the Last Year
Lateral recruiting	69.2%	63.7 %	5.5 %
Partner recruiting	72.7%	43.9 %	7.6 %
Attorney Orientation	70.3%	66.2 %	4.1 %
CLE coordination	79.6%	38.8 %	0 %
Administering evaluation process for attorneys	84.9%	37.7 %	5.7 %
Managing recruitment staff	66.7%	57.7 %	1.3 %
Exit Interviews	77.2%	43.9 %	7 %
Diversity Initiatives	83.1%	54.5 %	3.9 %
Paralegal recruiting	69.2%	46.2 %	7.7 %
Staff/Contract Attorney Hiring	70.2%	53.2 %	10.6 %
Practice Group Management/Training	90.9%	39.4 %	0 %
Other responsibilities (i.e. HR/marketing)	60.6%	72.7 %	3 %
Office Administration	48%	72 %	0 %
Attorney integration	68.4%	59.6 %	5.3 %
Budget planning	74.1%	64.7 %	3.5 %

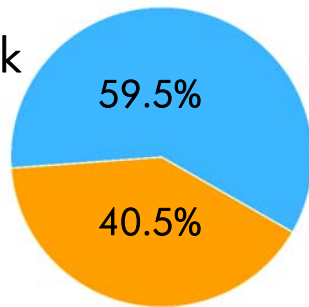
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Do you believe you are being fairly compensated for your responsibilities?

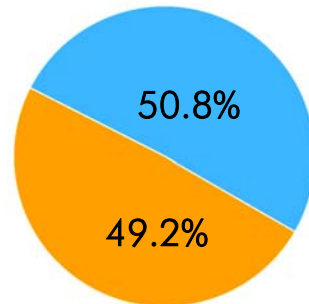
Washington DC



New York



Chicago



Yes
No

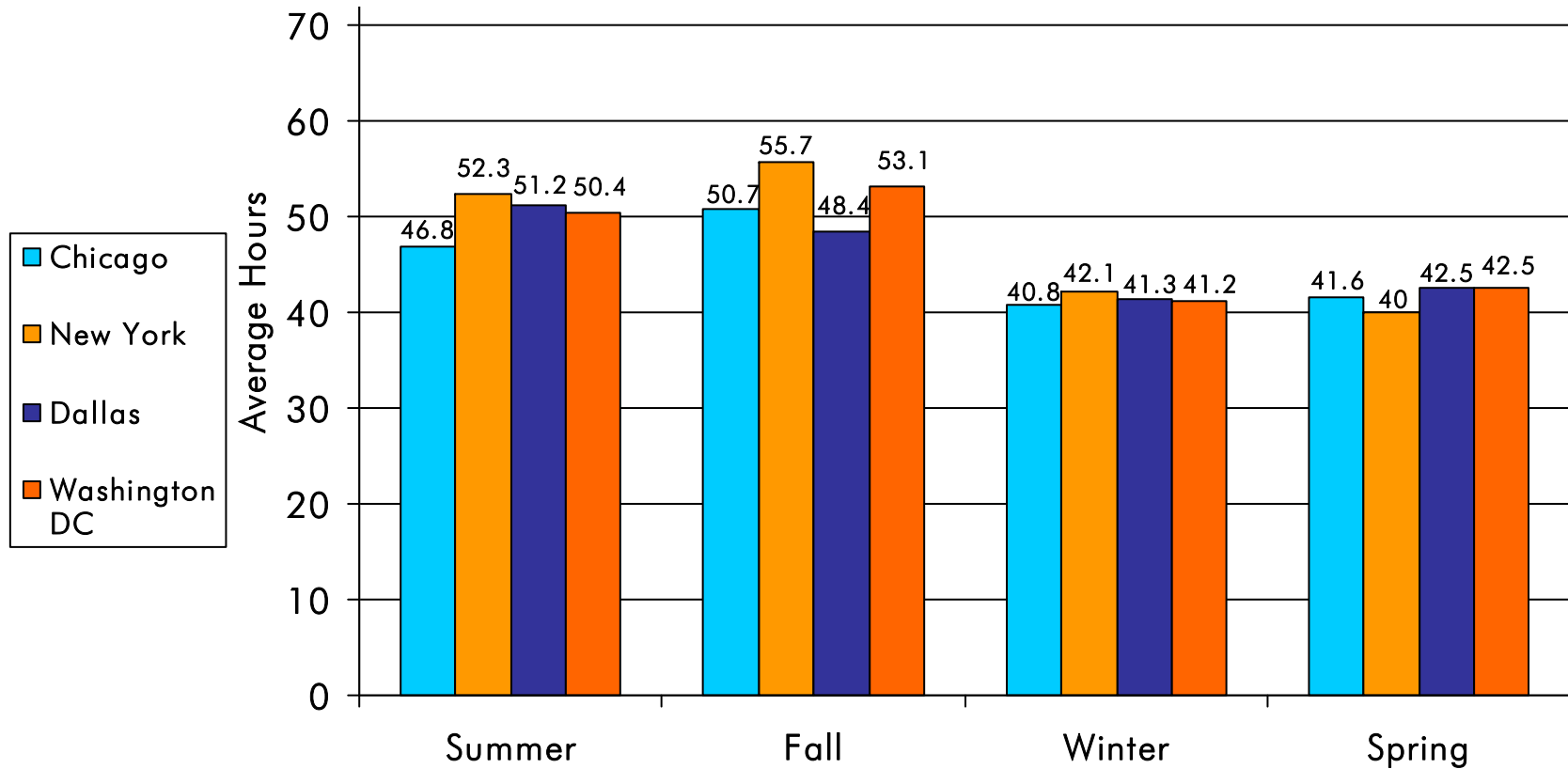


What other benefits do you receive?

Bonus	68.5%
401K Plan	100%
Average Vacation Days	20 days
Work From Home-Regularly	1.5%
Work From Home- Periodically	45.5%
Part Time	10.1%
Flex Days	15.5%
Day Care- On-Site	18.5%
Day Care- Back Up	66.7%
PDA/Blackberry	84.7%
Cell Phone	20.3%
Computer (Laptop)	37.8%
Transportation Discounts	63.2%
Mileage Reimbursement	52.7%
Health Club Memberships/Discounts	69.3%
Flexible Spending	95.1%
Free Parking	7.6%
Tuition Reimbursement	28.4%
Other	16.7%

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Survey Respondents' Average Hours Worked per Week each Season



WALRAA members report working an average of 46.8 hours per week, compared to 47.5 hours per week reported by NYCRA members

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SALARY SURVEY RESULTS FOR LAW SCHOOL CAREER SERVICES

- Received a total of 22 Surveys
- Total Breakdown
 - Assistant/Associate Dean: 4
 - Director: 5
 - Assistant/Associate Director: 5
 - Career Counselor: 6
 - Recruiting Personnel: 2

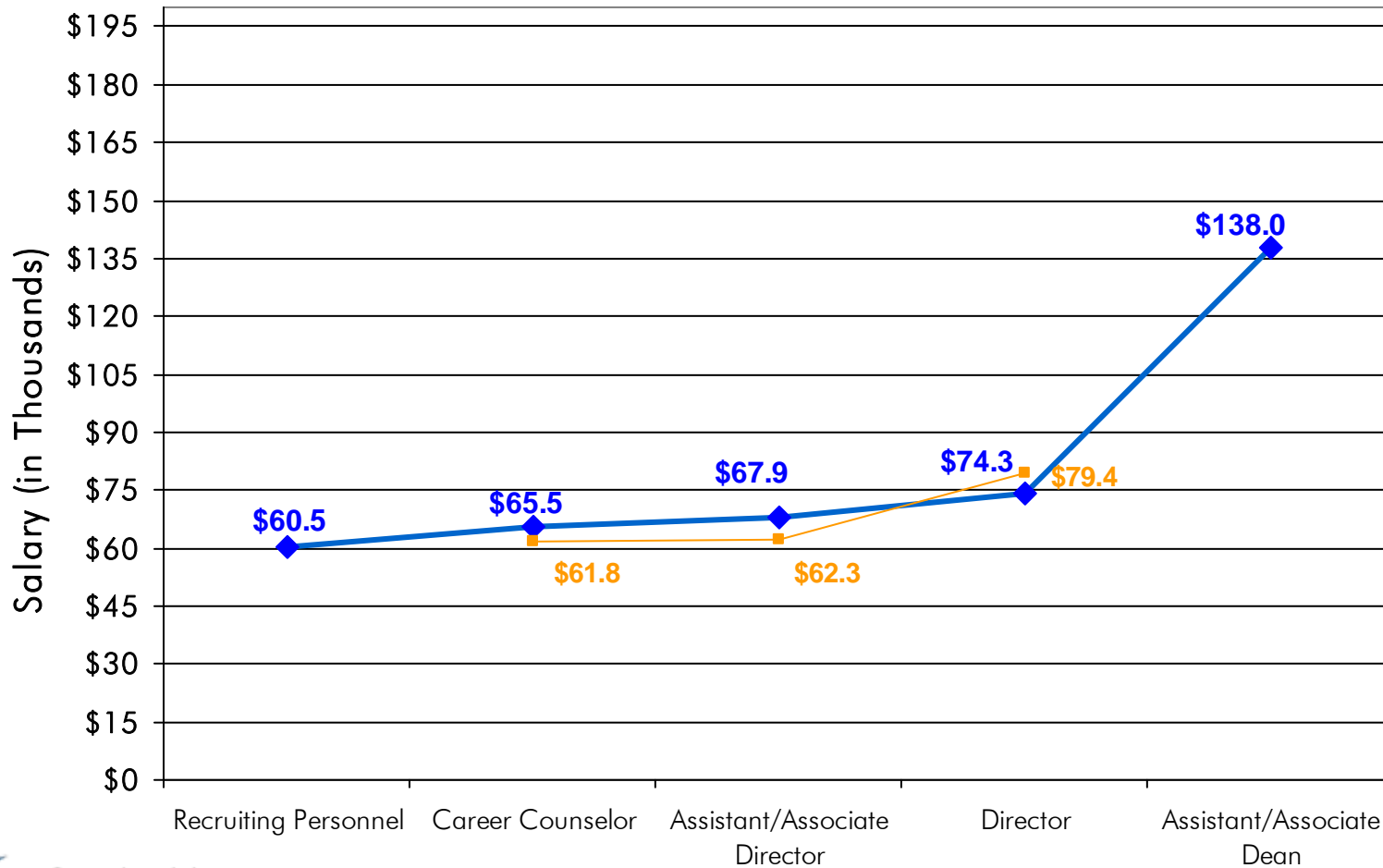
WALRAA Law School Career Services Survey Participants' Average Salaries

<u>Title</u>	<u>Average Salary</u>	<u>Median</u>	<u>Salary Range</u>
Assistant/Associate Dean:	\$138,000	\$138,000	\$126k-\$150K
Director:	\$74,333	\$77,500	\$66K-\$80K
Assistant/Associate Director:	\$67,875	\$68,000	\$56K-\$80K
Career Counselor:	\$65,500	\$65,500	\$61K-\$70K
Recruiting Personnel:	\$60,500	\$60,500	\$56K-\$65K

Salary Percent Changes from 2008
Directors -6.4%, Assistant/Associate Directors -9%,
and Counselors -6.1%

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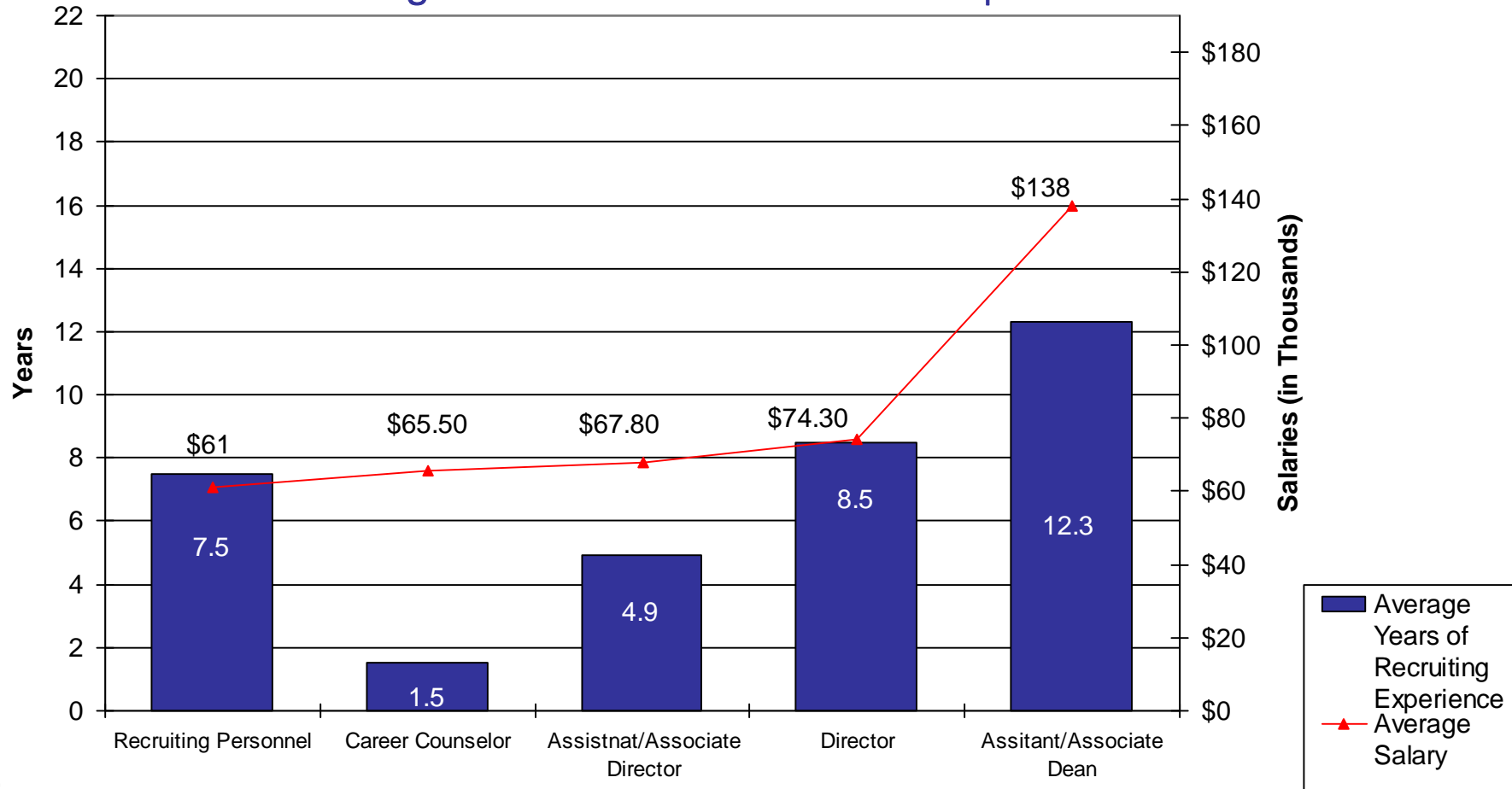
Average Salaries for Law Firm Career Services Professionals



◆ Average Salary for 2010 ■ Average Salary for 2008

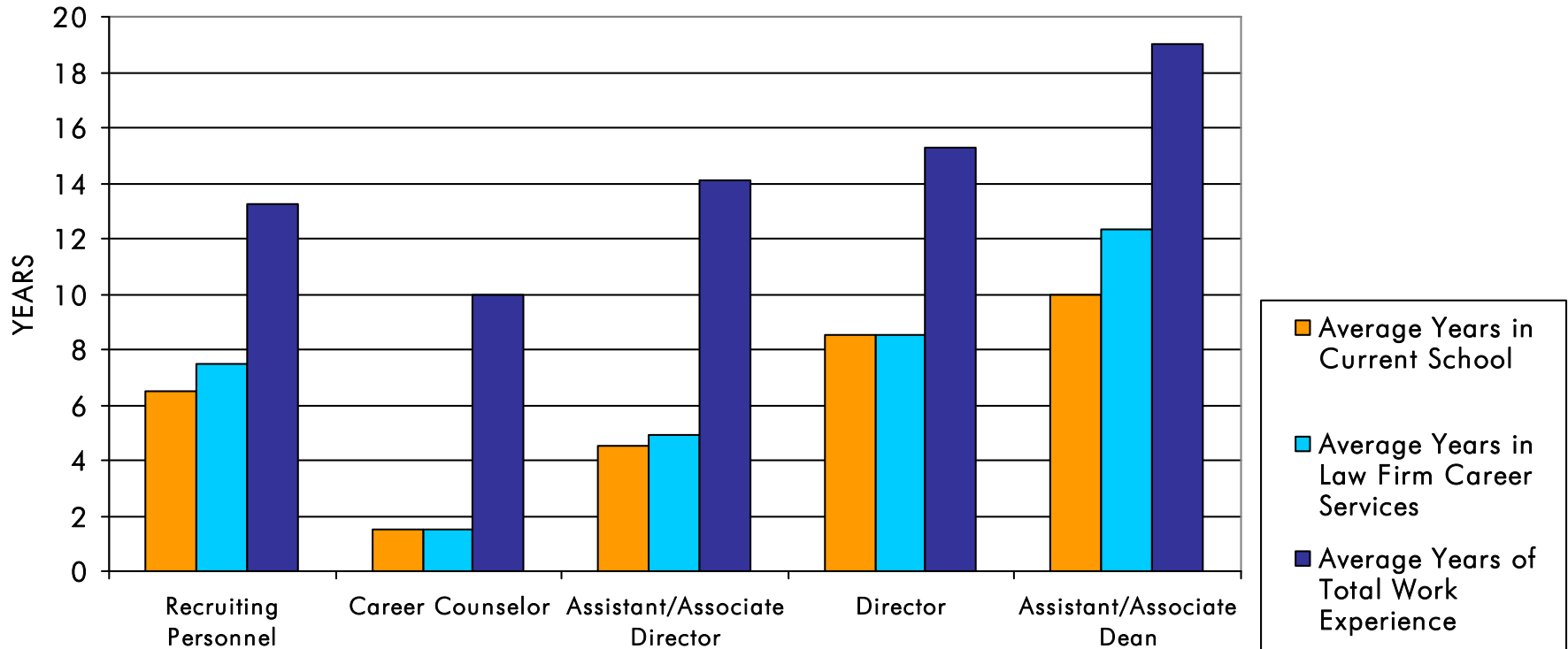
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Average Salaries for Law School Career Services Professionals VS. Average Years of Career Services Experience



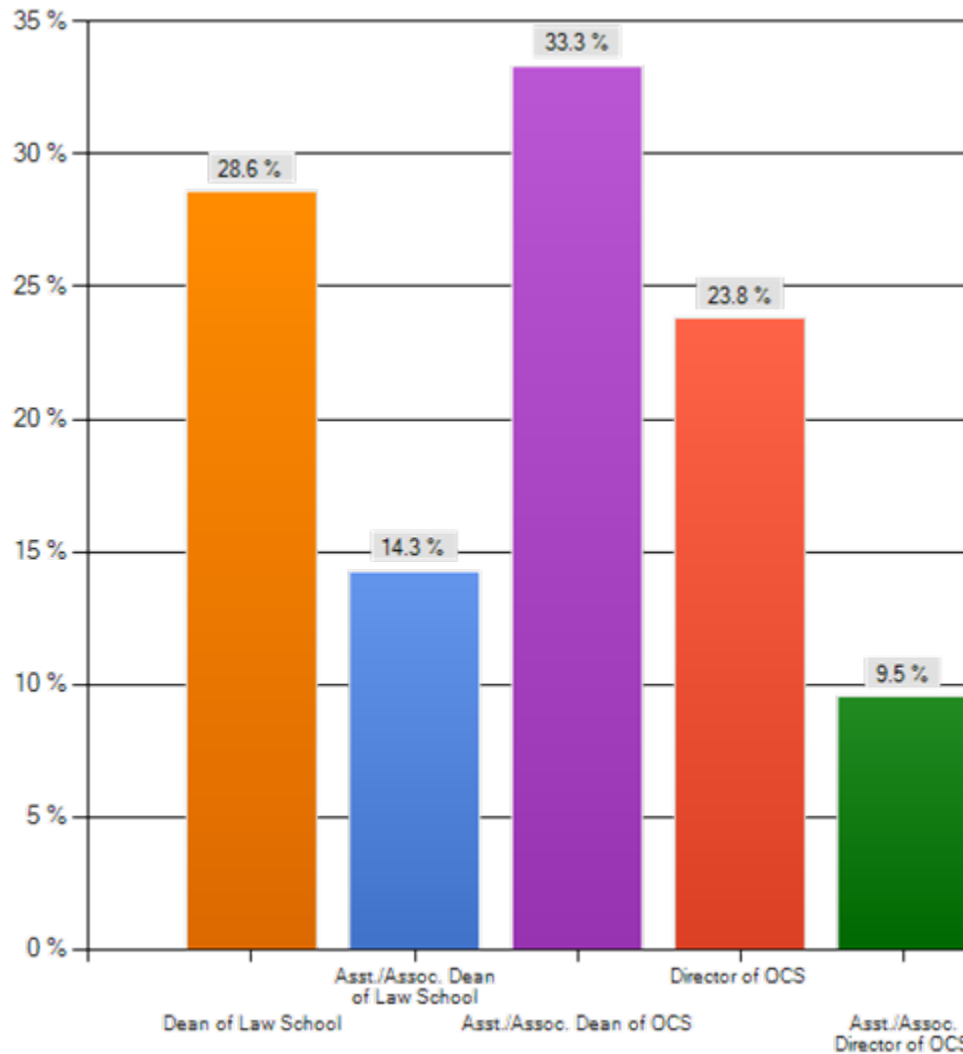
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Average Years in Current Position vs. Average Years of Career Services Experience vs. Average Years of Total Work Experience



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Who Does Your Department Report To?



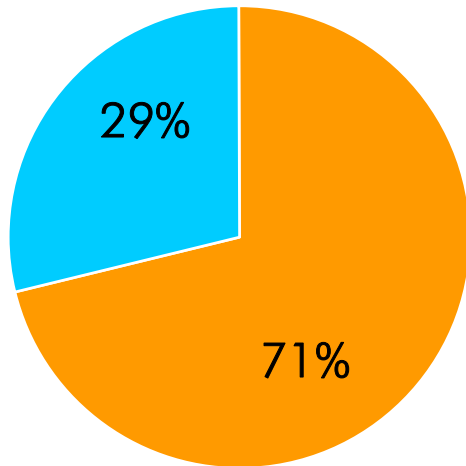
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Law School Division of Responsibilities

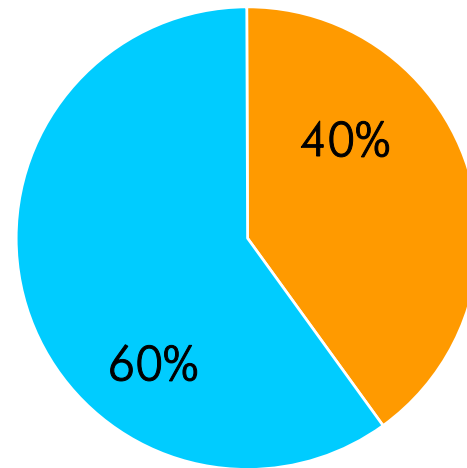
	Responsibility of Department	Your Responsibility	Another Department within the Law School
On-campus recruiting	85.0%	30.0%	0%
Alumni counseling	90.0%	35.0%	0%
Employer relations	80.0%	45.0%	5.0%
LL.M. Counseling	70.6%	29.4%	29.4%
Judicial Clerkship counseling	76.2%	33.3%	19.0%
Government counseling	85.0%	35.0%	10.0%
Public Interest counseling	85.0%	35.0%	10.0%
Private Sector counseling	95.0%	45.0%	0%
Program Development	85.0%	60.0%	5.0%
Student Professional Development	84.2%	57.9%	15.8%
Accepted/Admitted Student recruiting	15.8%	15.8%	84.2%
Diversity Initiatives	75.0%	25.0%	35.0%
Alumni Relations/Development	35.0%	20.0%	80.0%
Managing staff	52.6%	52.6%	15.8%
Other responsibilities (i.e. HR/marketing/office management)	60.0%	26.7%	60.0%

Survey Respondents' Responsibilities

Have you experienced an increase in responsibility?



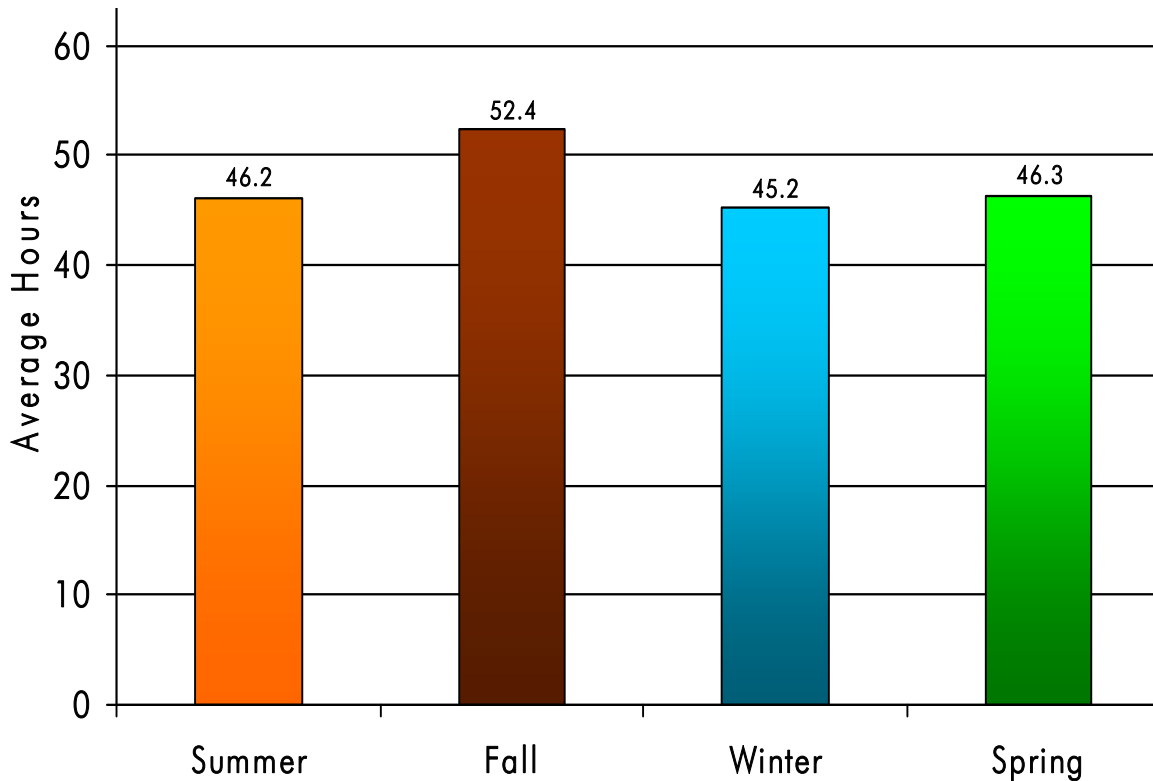
Do you believe you are being fairly compensated for your responsibilities?



Yes
No

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Survey Respondents' Average Hours Worked per Week each Season



Career Services respondents worked a yearly average of 47.5 hours per week
Law Firm respondents worked a yearly average of 46.8 hours per week

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WHAT QUESTIONS DO YOU HAVE BASED ON
THESE FINDINGS?





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WASHINGTON AREA LEGAL RECRUITMENT
ADMINISTRATORS ASSOCIATION
INDUSTRY SURVEY FALL 2010

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