

# CALPA Industry Survey 2013

Presented to CALPA

By Eva Wisnik

June 2013



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# Eva's Bio



**Eva Wisnik**  
*President,  
Wisnik Career  
Enterprises, Inc.*

**Eva Wisnik** founded **Wisnik Career Enterprises, Inc.** in 1996 after serving as Director of Recruitment and Training for Schulte Roth & Zabel and Cadwalader, Wickersham & Taft. Over the past 17 years, she has worked with over 100 law firms, including 74 of the AmLaw 100. Wisnik has placed over 600 Recruiting, Marketing and BD professionals into law firms nationwide. Eva has conducted over 600 training programs for attorneys on topics that include Business Development Skills, Time Management and Myers Briggs. In addition, **Wisnik Career Enterprises, Inc.** has conducted more than 30 salary surveys for law firm professionals since 1998.

Eva holds an MBA in Marketing from Fordham University and a BA in Psychology from Barnard College.

# CALPA Respondents

## 67 Respondents' Salary and Industry Information

### ■ By Position

- Chief & Director: 17
- Manager: 19
- Specialist/Senior Coordinator: 7
- Coordinator: 19
- Assistant: 5

### ■ By Firm Size

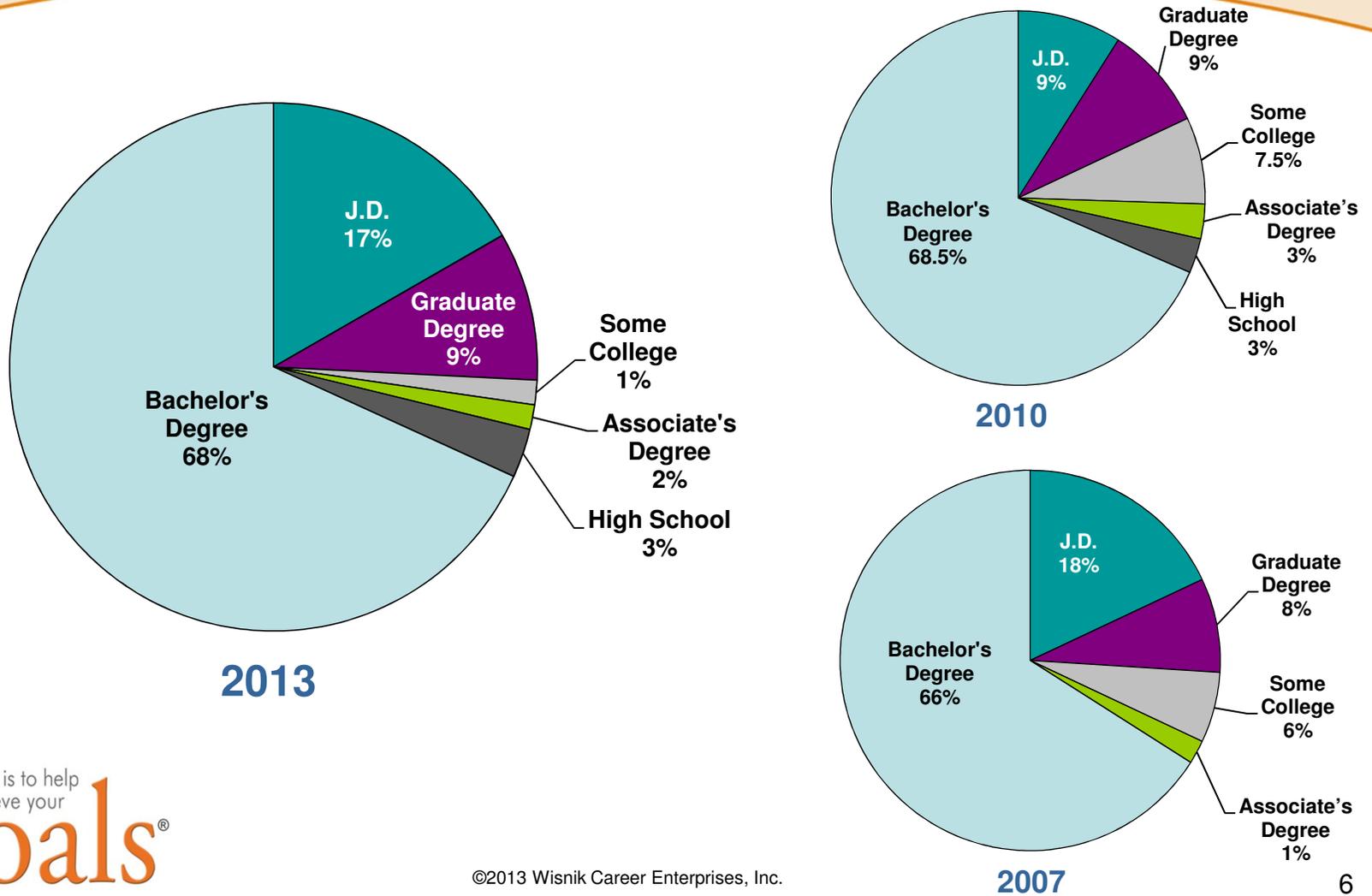
- 1-250: 11
- 251-500: 9
- 501-750: 7
- 751-1000: 14
- 1000+: 25

# Profile of a CALPA Professional

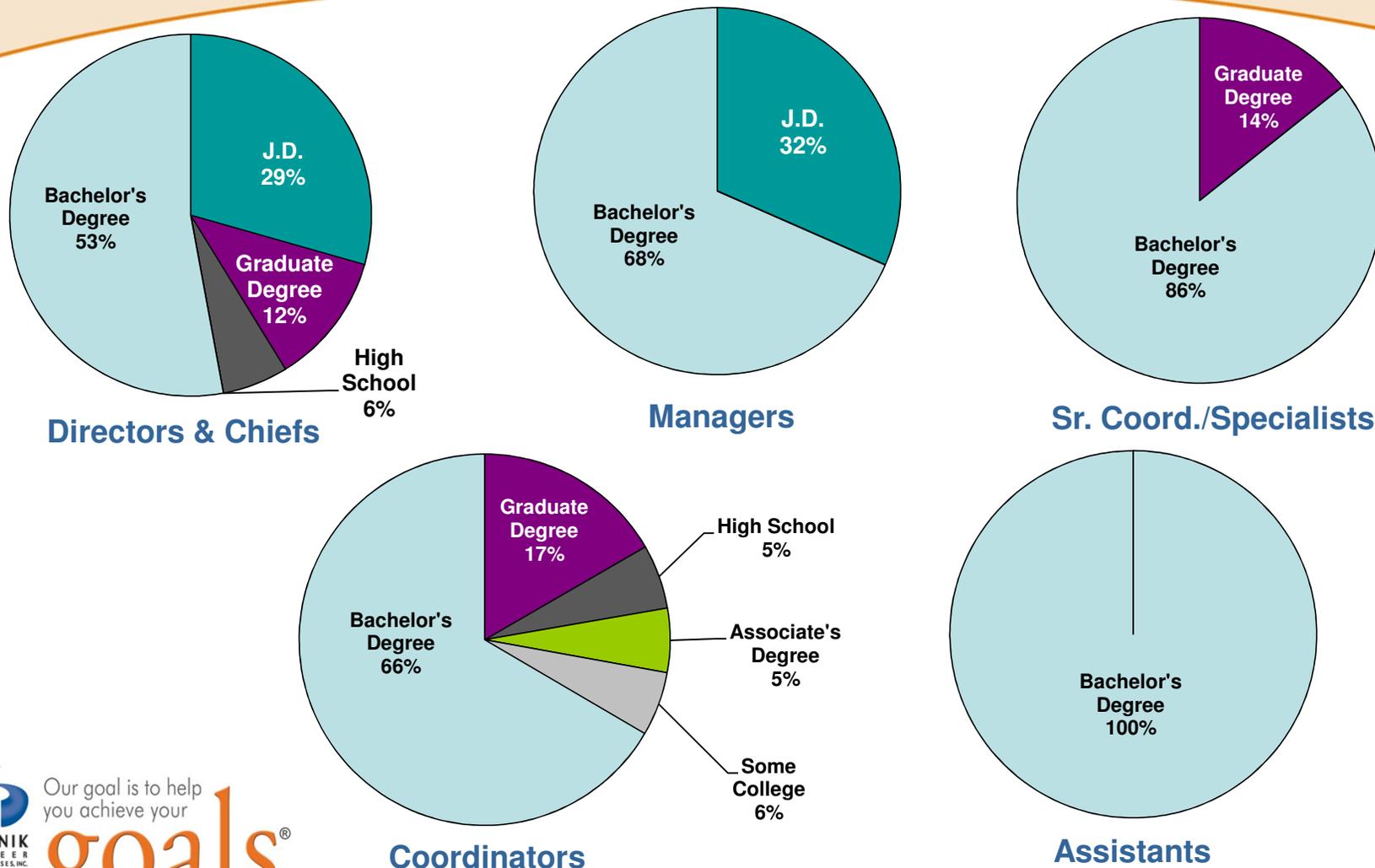
# Average Years of Experience



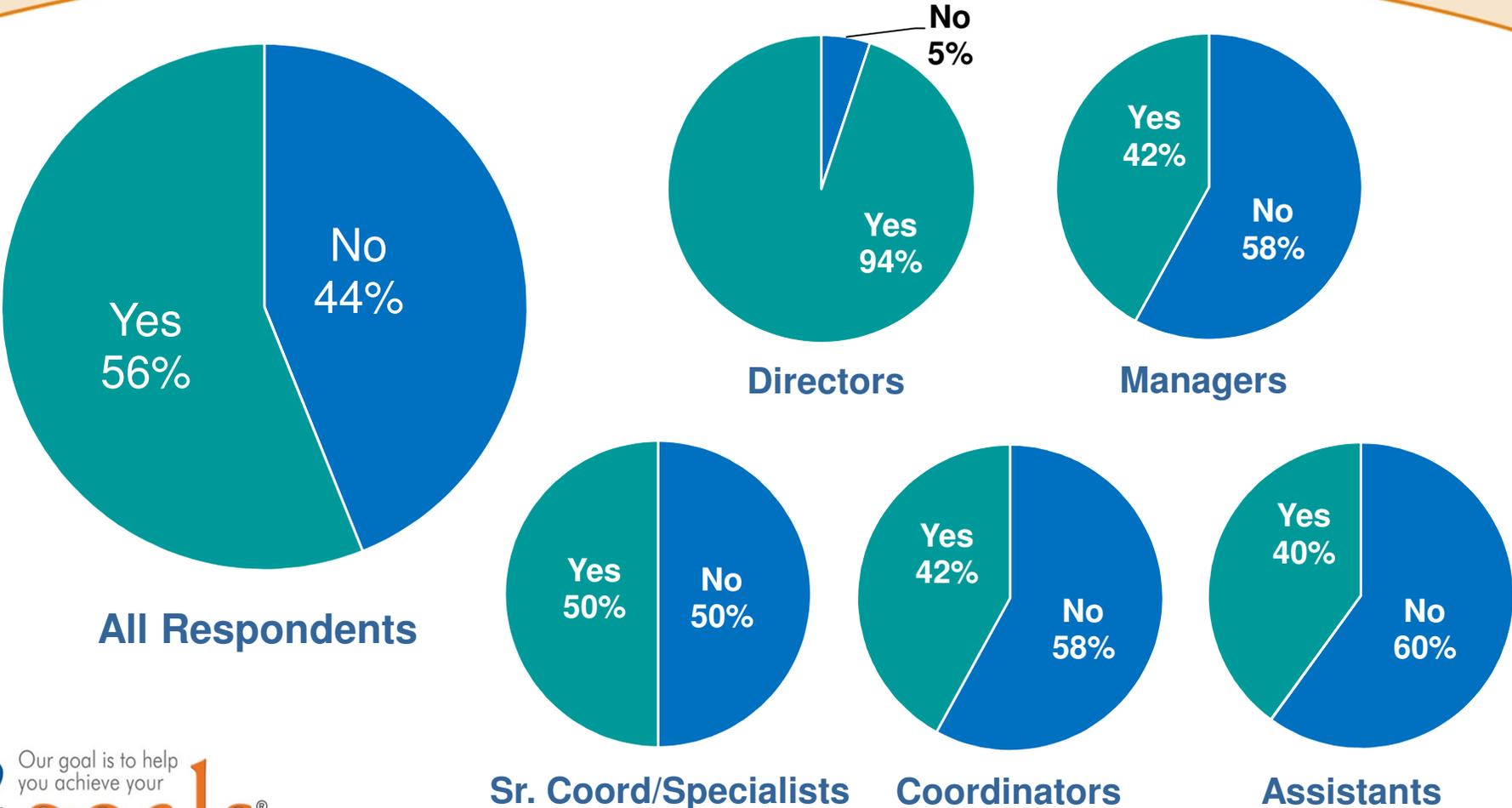
# Highest Degree of Education



# Highest Degree of Education, by Level



# Is Your Position Firm-Wide?



# Salary Trends

# Average Salaries by Title

<u>Title (# responses)</u>	<u>Avg. Salary</u>	<u>Median</u>	<u>Salary Range</u>
<b>Director &amp; Chief (16):</b>	\$159,920	\$161,000	\$100k - \$227k
<b>Manager (19):</b>	\$99,132	\$95,000	\$70k - \$140k
<b>Sr. Coord./Specialist* (6):</b>	\$80,519	\$78,000	\$62k - \$102k
<b>Coordinator – Exempt (8):</b>	\$66,563	\$65,800	\$48k - \$80k
<b>Coordinator – OT eligible (7):</b>	\$56,571	\$58,000	\$45k - \$64k
<b>Assistant – OT eligible (5):</b>	\$48,500	\$51,500	\$39k - \$52k

## Percent Change from 2010:

**Directors: 2.7% increase    Managers: 4.8% increase**  
**Coordinators (Exempt): 2.1% decrease    Coordinators (OT eligible): 0.8% increase**  
**Assistants: 5.4% increase    \*No comparison data for Sr. Coord./Specialist**

# Average Salaries by City: Chicago, NY, DC

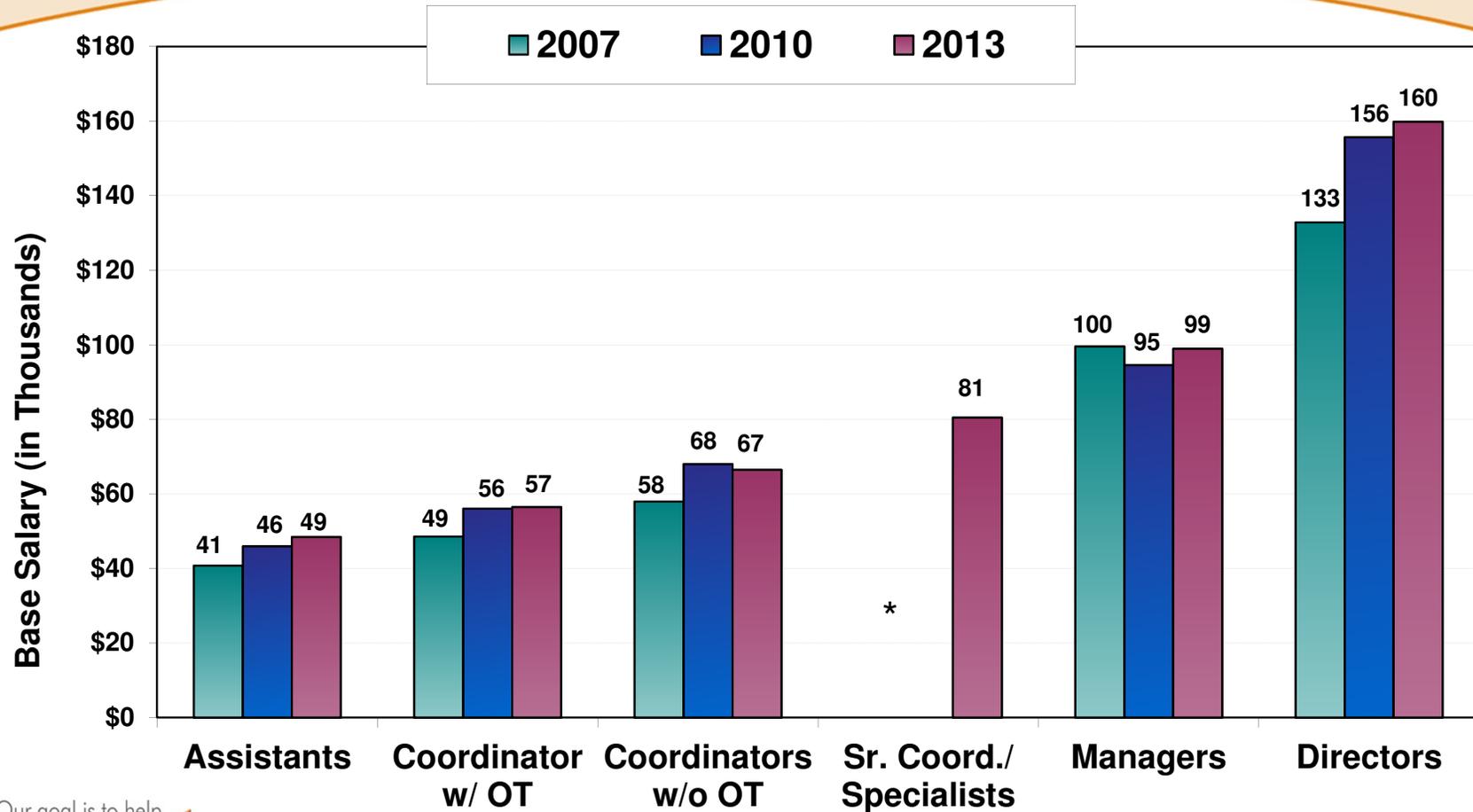
## Average Salary

<u>Title</u>	<u>Chicago</u>	<u>New York</u>	<u>DC</u>
<b>Director &amp; Chief:</b>	\$159,920	\$220,613	\$150,857
<b>Manager:</b>	\$99,132	\$120,840	\$105,339
<b>Sr. Coord./Specialist:</b>	\$80,519	\$83,777	*
<b>Coordinator – Exempt:</b>	\$66,563	\$75,211	\$63,000
<b>Coordinator – OT Eligible**:</b>	\$56,571	\$59,879	\$63,882
<b>Assistant – OT Eligible**:</b>	\$48,500	\$47,742	\$46,063

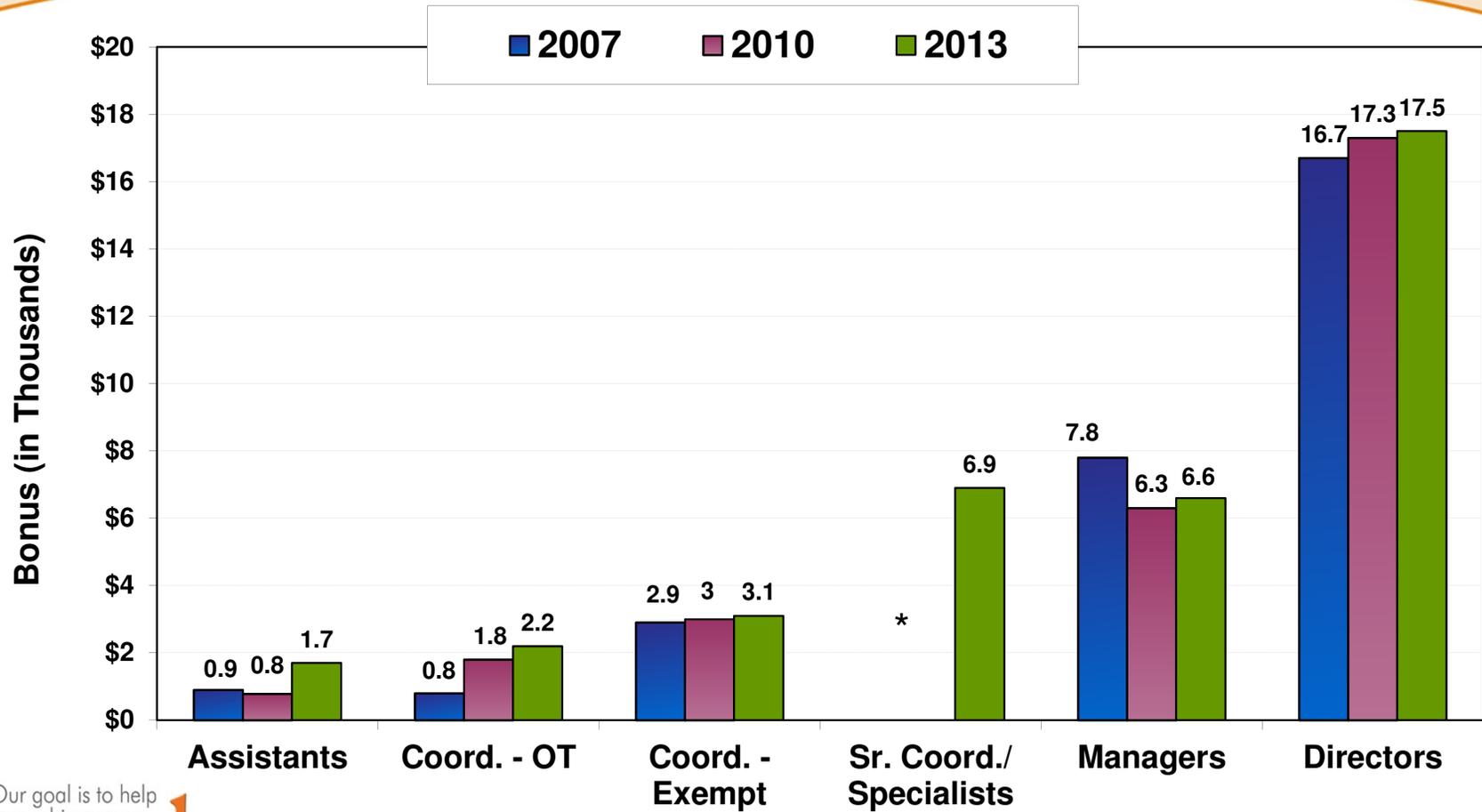
\* Insufficient data

\*\* Salary data shown is base salary without OT

# Salary Trends: 2007-2013



# Bonus Comparisons: 2007-2013



\* No data from prior years

# Average Salary, Bonus, & Raise by Office Size

**Director/Chief**  
*Average salary = \$159,920*  
*Median = \$161,500*

<u>Office Size:</u>	<u>1 - 125</u>	<u>126 - 300</u>	<u>301+</u>
<b>Avg. Salary:</b>	\$165,571	\$155,788	*
<b>Salary Range:</b>	\$100k - \$227k	\$105k - \$225k	*
<b>Avg. Bonus:</b>	\$14,500	\$21,100	*
<b>Avg. Raise:</b>	3.9%	3.0%	*

\* Insufficient number of responses

# Average Salary, Bonus, & Raise by Office Size

## Managers

*Average salary = \$99,132*

*Median = \$95,000*

<u>Office Size:</u>	<u>1 - 125</u>	<u>126 - 300</u>	<u>301+</u>
<b>Avg. Salary:</b>	\$96,750	\$94,750	\$109,000
<b>Salary Range:</b>	\$82k - \$112k	\$70k - \$140k	\$86k - \$140k
<b>Avg. Bonus:</b>	\$5,560	\$6,167	\$8,100
<b>Avg. Raise:</b>	3.9%	4%	3.5%

# Average Salary, Bonus, & Raise by Office Size

## Senior Coordinators & Specialists

*Average salary = \$80,519*

*Median = \$78,000*

<u>Office Size:</u>	<u>1 - 400</u>	<u>401+</u>
<b>Avg. Salary:</b>	\$76,222	*
<b>Salary Range:</b>	\$62k - \$88k	*
<b>Avg. Bonus:</b>	\$4,400	*
<b>Avg. Raise</b>	4%	*

\* Insufficient number of responses

# Average Salary, Bonus, & Raise by Office Size

## Exempt Coordinators

*Avg. Salary = \$66,563*

*Median = \$65,800*

<u>Office Size:</u>	<u>1 - 125</u>	<u>126 - 400</u>
<b>Avg. Salary:</b>	\$67,250	\$65,875
<b>Salary Range:</b>	\$48k - \$80k	\$63k - \$69k
<b>Avg. Bonus:</b>	*	*
<b>Avg. Raise:</b>	*	3%

\* Insufficient number of responses

# Average Salary, Bonus, & Raise by Office Size

## OT Coordinators

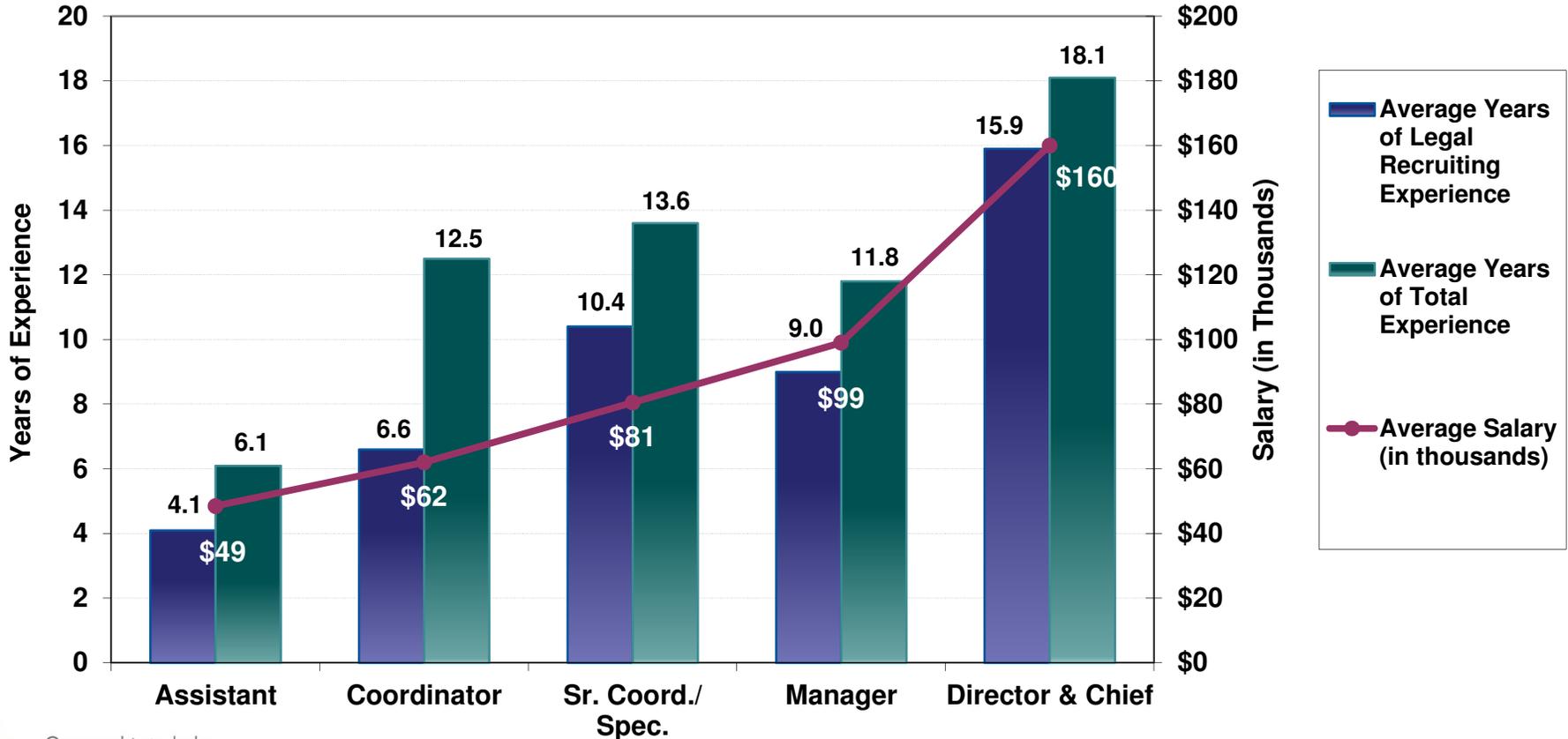
**Avg. salary = \$56,571**

**Median = \$58,000**

Average OT 2012: \$5,119    Average OT 2011: \*  
Average OT 2009: \$5,121    Average OT 2007: \$5,971

<u>Office Size:</u>	<u>1 - 300</u>	<u>301+</u>
<b>Avg. Salary:</b>	\$58,620	*
<b>Salary Range:</b>	\$47k - \$64k	*
<b>Avg. Bonus:</b>	*	*
<b>Avg. Raise:</b>	4%	*

# Average Salary vs. Years of Experience



# Your Responsibilities

# Top Responsibilities by Position

- **Director Responsibilities**
  - Managing Recruiting Staff: 82%
  - Partner Recruiting: 53%
  - Lateral Associate Recruiting: 47%
  - Attorney Development/Training: 47%
  - Administering Attorney Evaluation Process: 47%
  - Diversity Initiatives: 47%
- **Manager Responsibilities**
  - Lateral Recruiting: 79%
  - Manage Recruiting Staff: 74%
  - Recruiting Committee Meetings: 74%
  - Attorney Orientation: 58%
  - Overseeing Summer Associate Program: 56%
  - Managing OCI Program: 53%

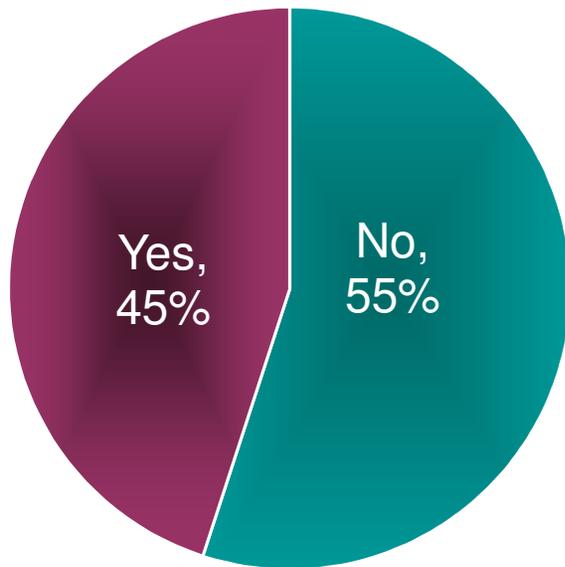
# Top Responsibilities by Position

*(cont.)*

- **Sr. Coordinator/Specialist Responsibilities**
  - Preparing for Recruiting Committee Meetings: 57%
  - Candidate follow-up: 57%
  - Events: 57%
  - Summer Associate Onboarding: 57%
  - Lateral Recruiting: 57%
  
- **Coordinator Responsibilities**
  - Preparing for Recruiting Committee Meetings: 89%
  - Events: 89%
  - Summer Associate Onboarding: 89%
  - Coordinate Interviews: 84%
  - Summer Associate Offer/Decline Letters: 84%
  - Plan OCI: 79%
  
- **Assistant Responsibilities**
  - Events: 100%
  - Summer Associate Offer/Decline letters: 100%
  - Assist with organizing candidate travel: 80%
  - Summer Associate Onboarding: 80%
  - Assist with Lateral Recruiting: 80%

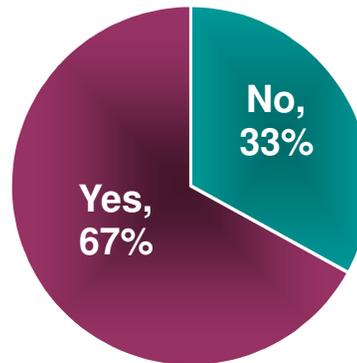
# Industry Findings

# Are You Satisfied With Your Current Compensation?

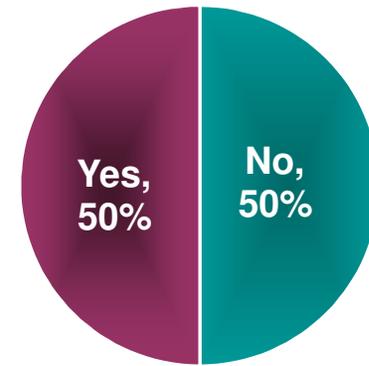


All Respondents

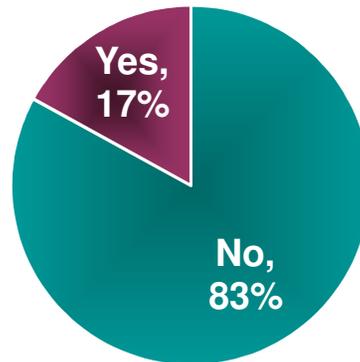
In 2010, 49.2% were satisfied with current compensation



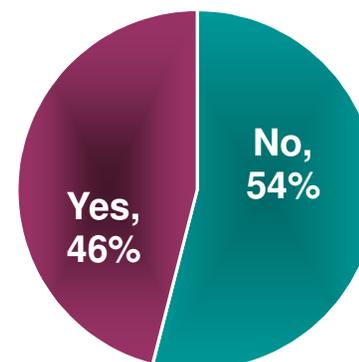
Director



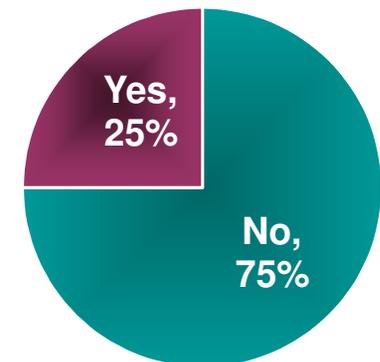
Manager



Sr. Coord./Spec.



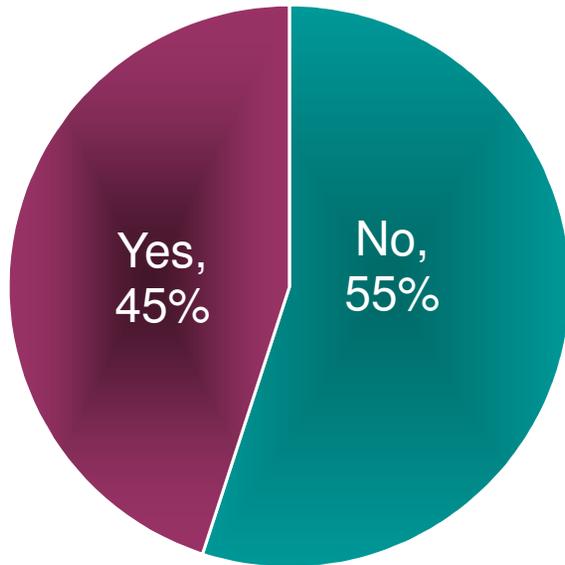
Coordinator



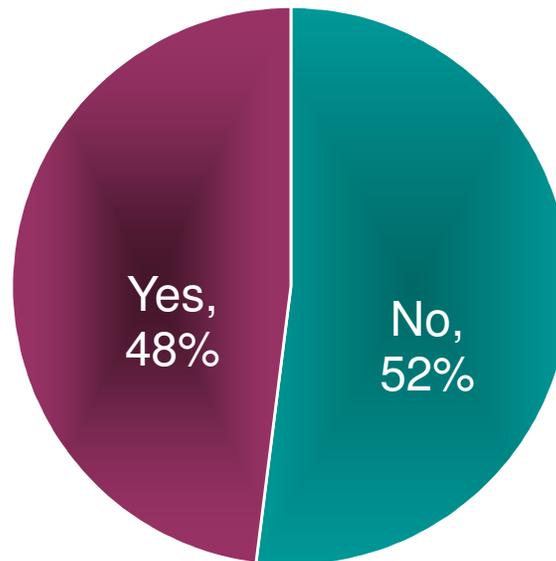
Assistant

# Are You Satisfied With Your Current Compensation?

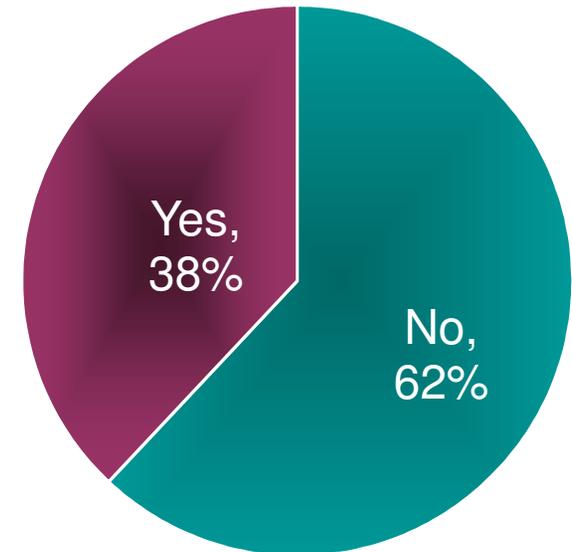
City-by-city comparison  
of 2012 data



Chicago

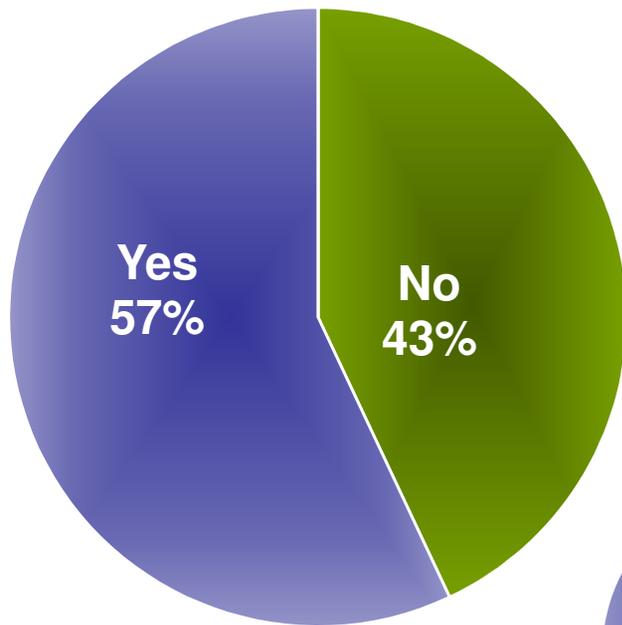


New York

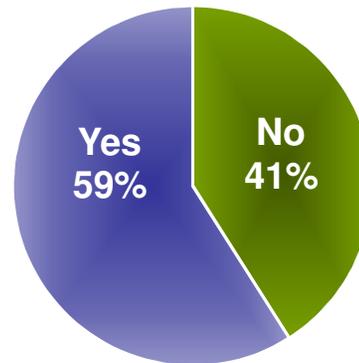


Washington D.C.

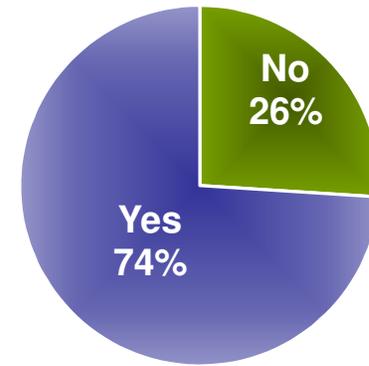
# Have You Been Promoted with a Title Change at Your Current Firm?



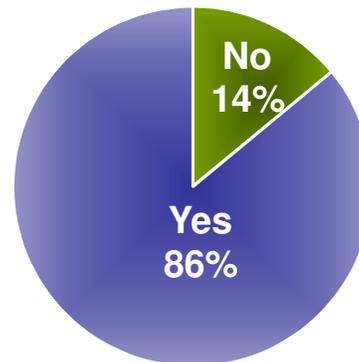
All Respondents



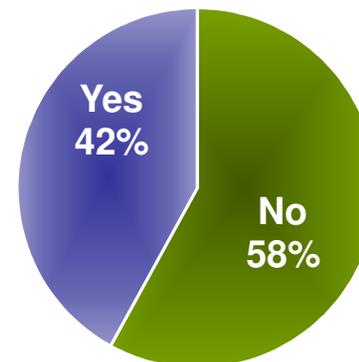
Director



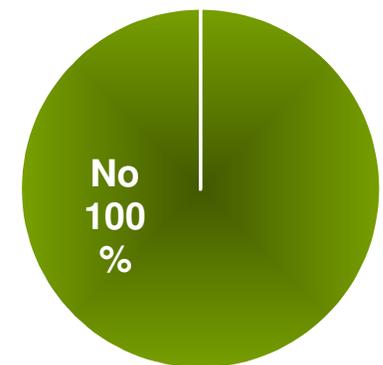
Manager



Sr. Coord./Spec.

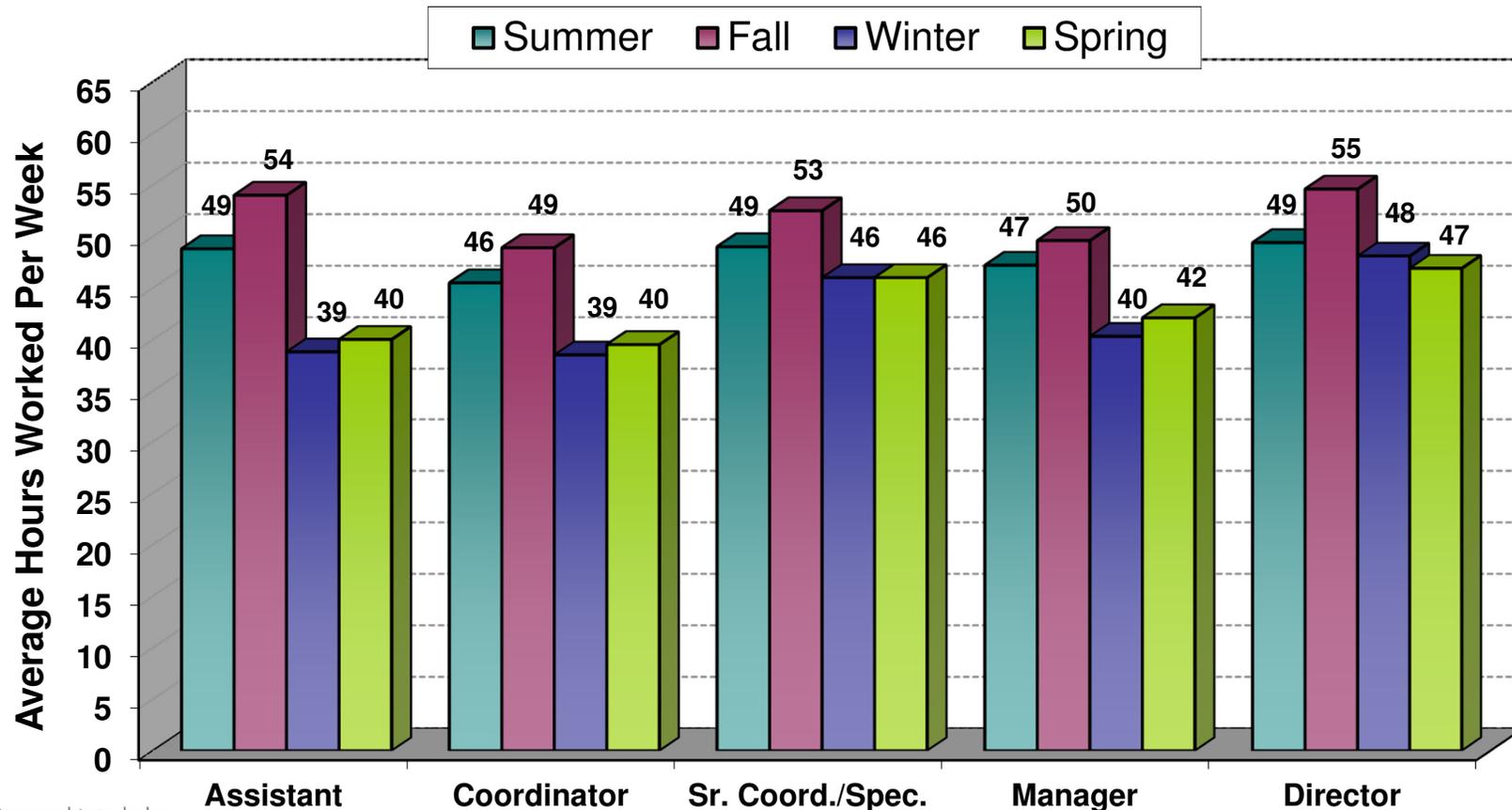


Coordinator

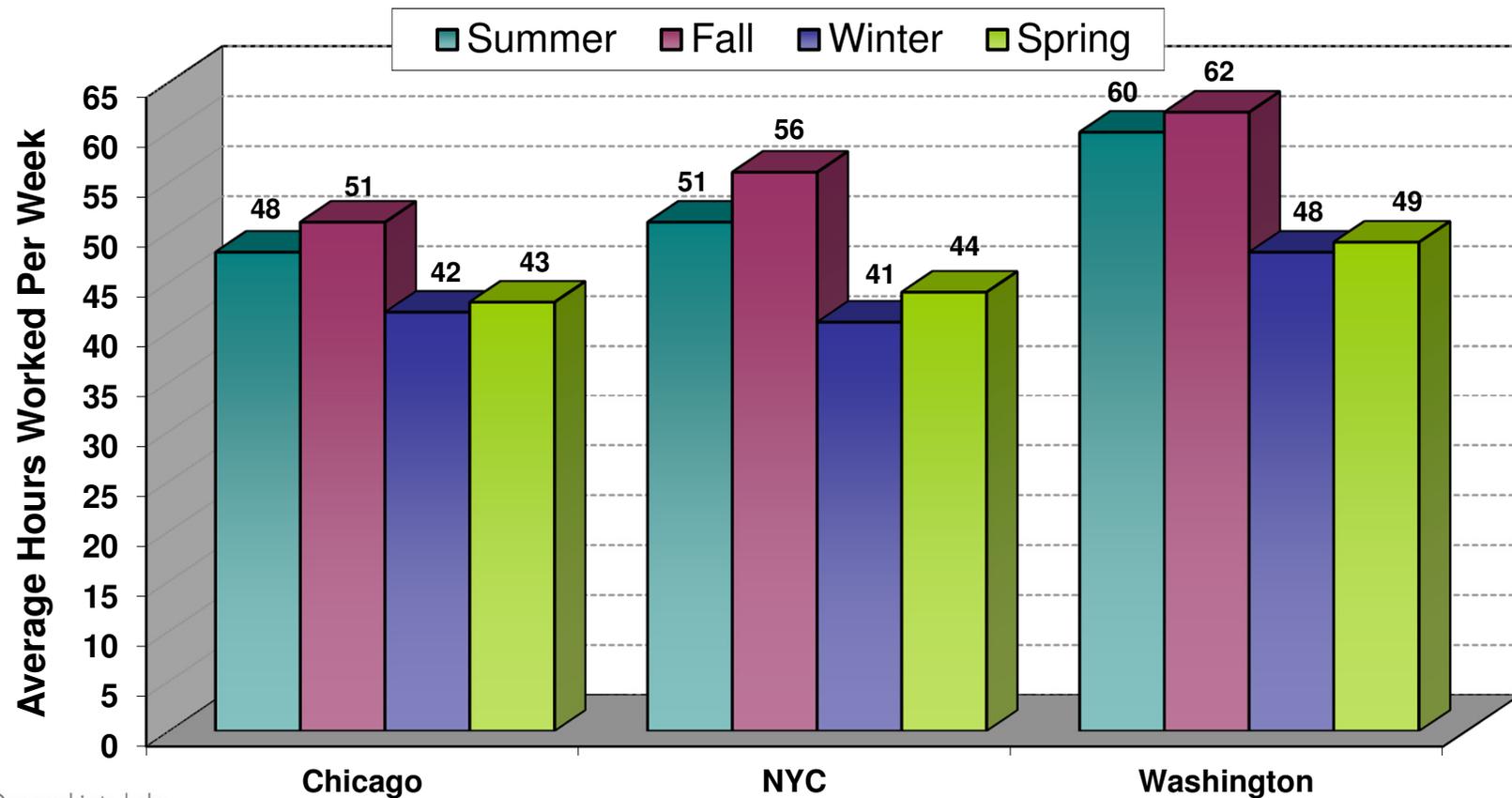


Assistant

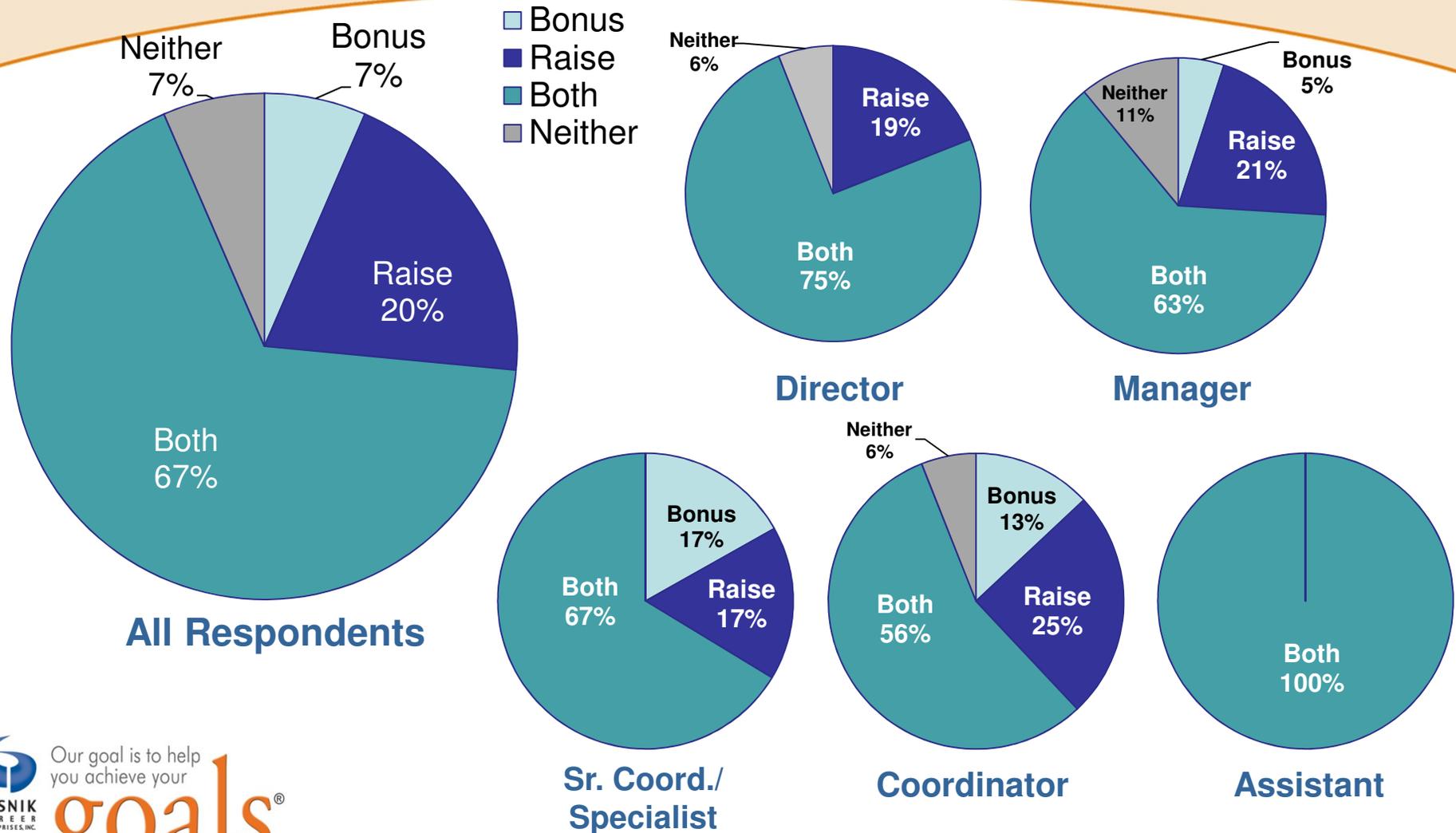
# Respondents' Average Weekly Hours Worked, By Season



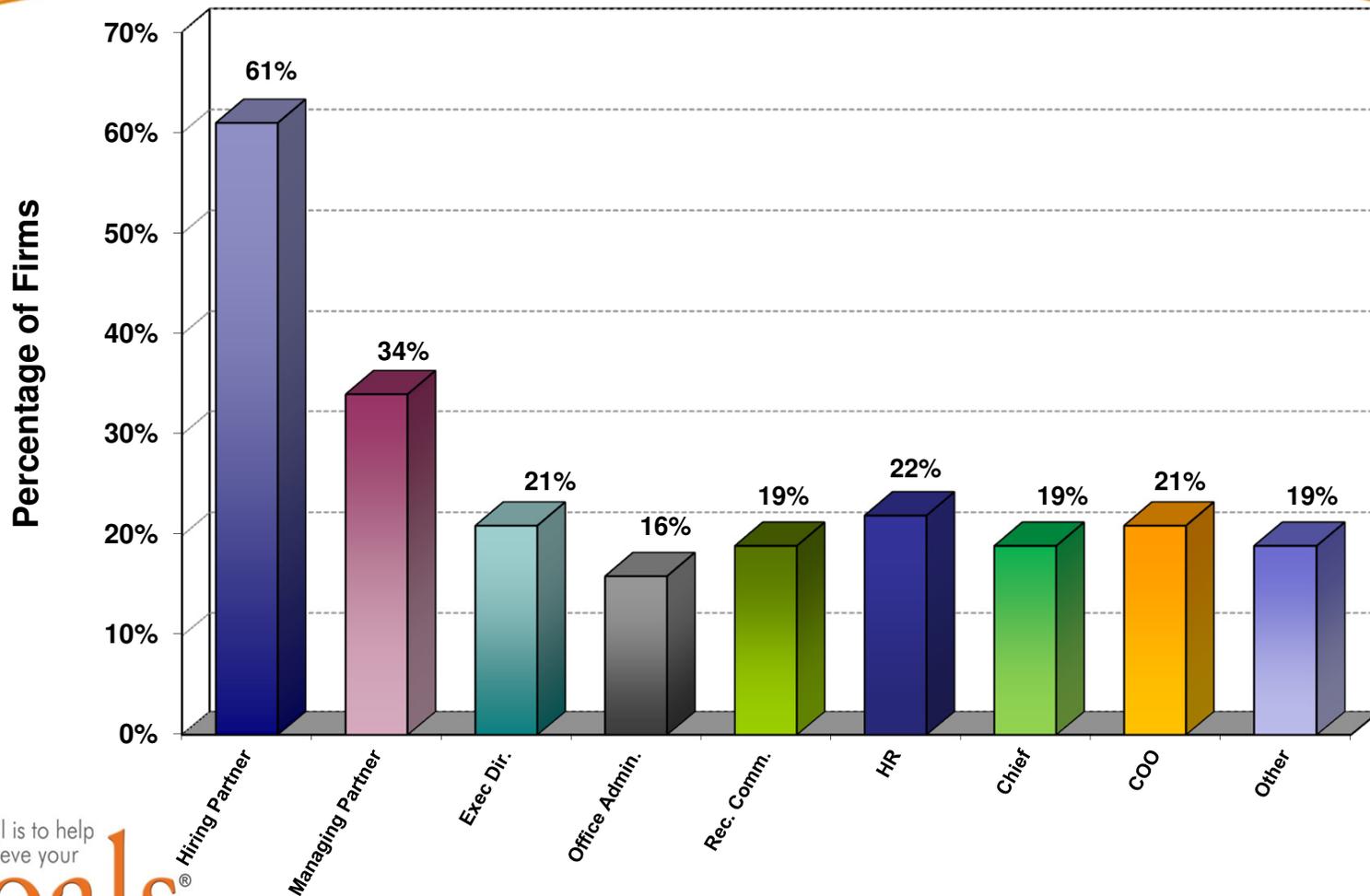
# City Comparison: Average Weekly Hours Worked, By Season



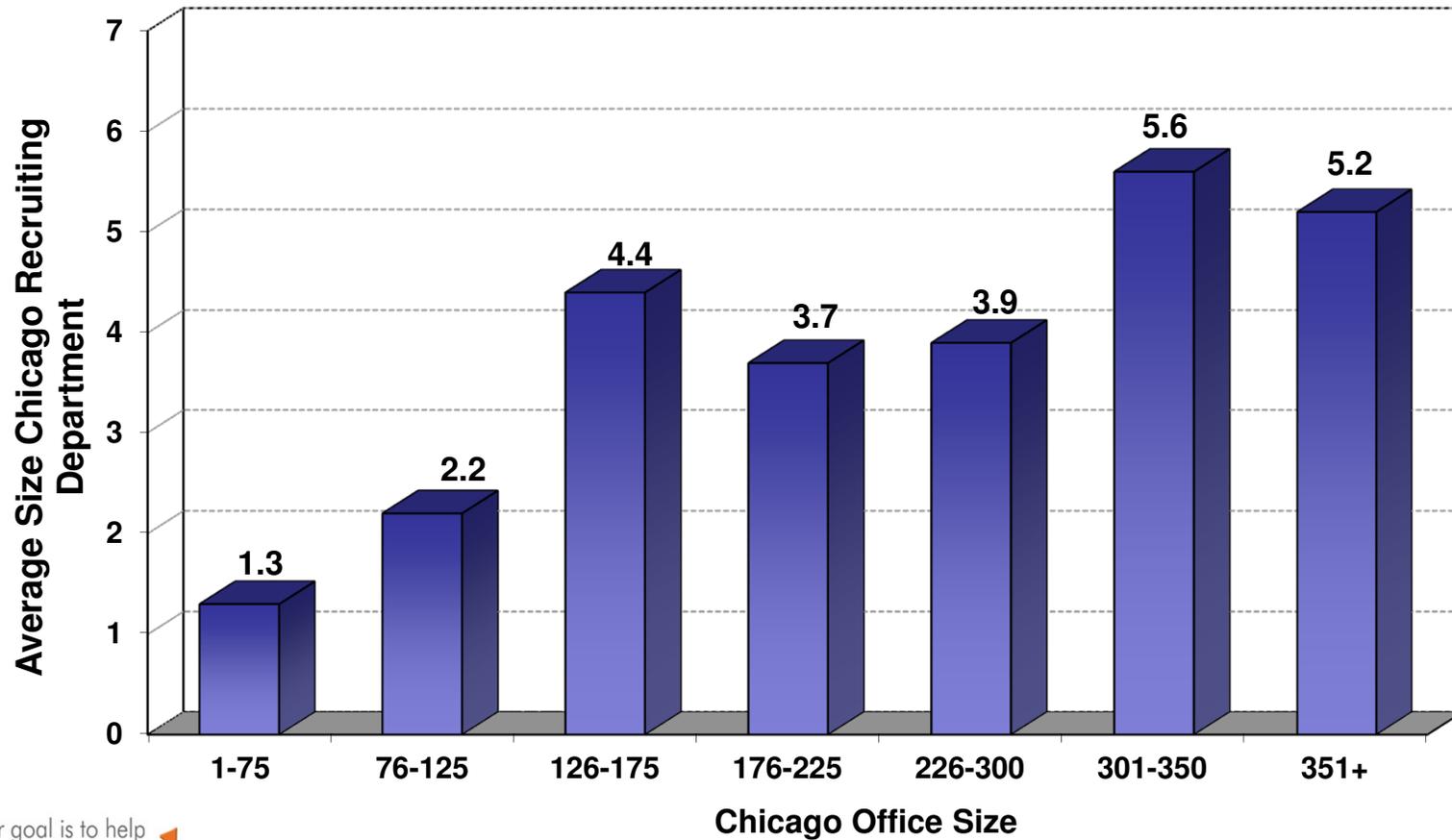
# Did You Receive a Bonus and/or a Raise Last Year?



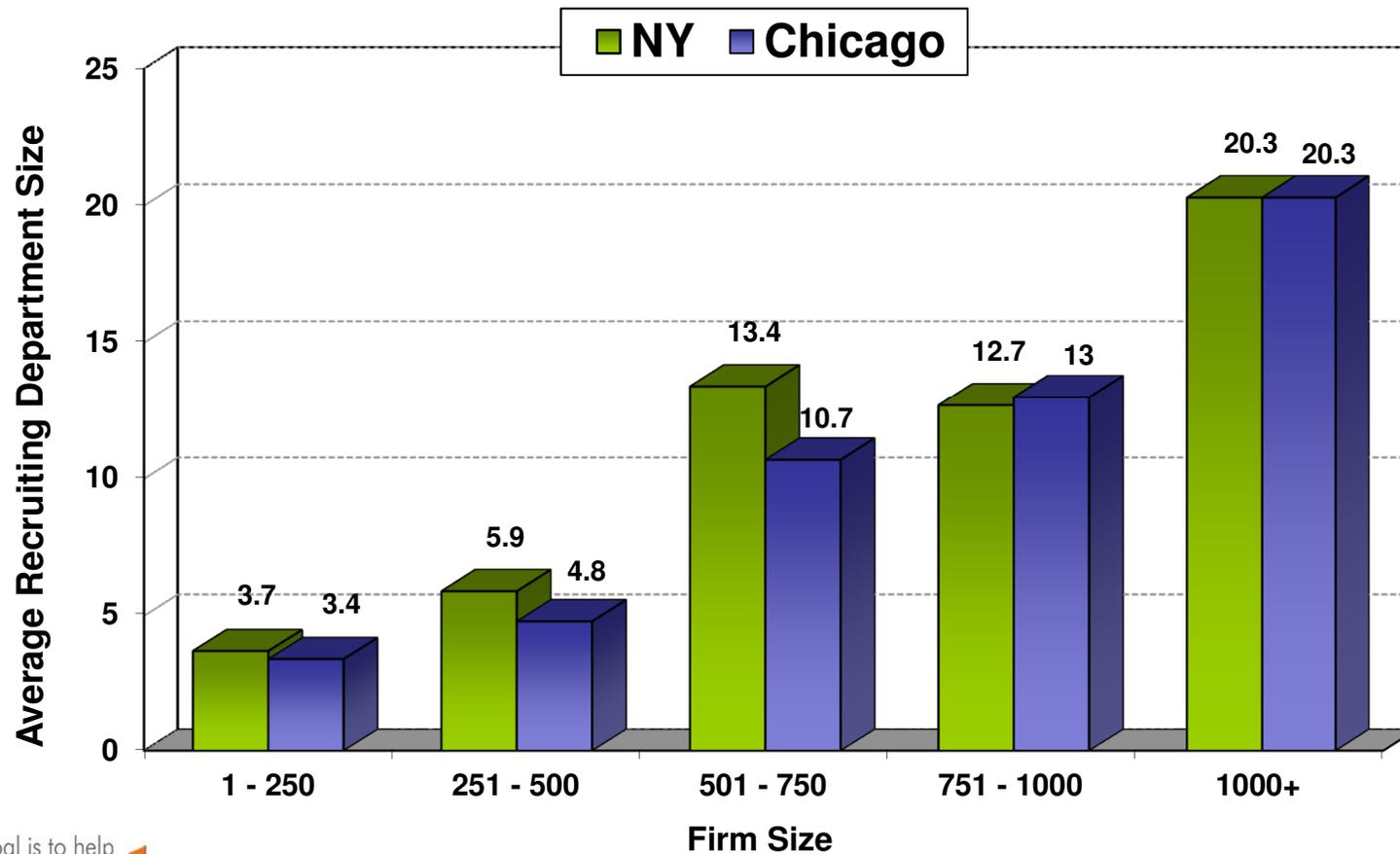
# Reporting Structure: Who Does Recruiting Department Report To?



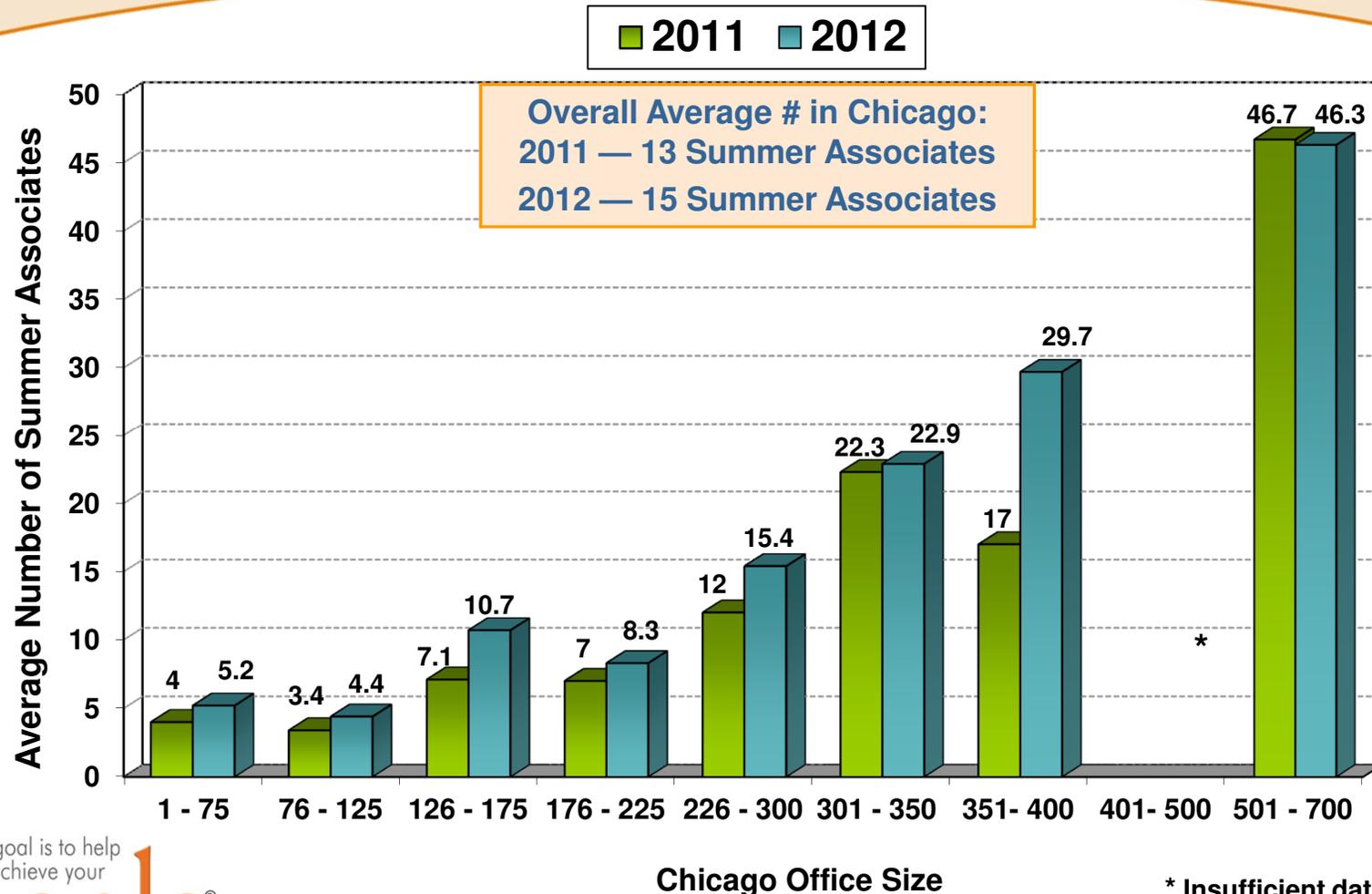
# Chicago Office Size vs. Size of Chicago Recruiting Department



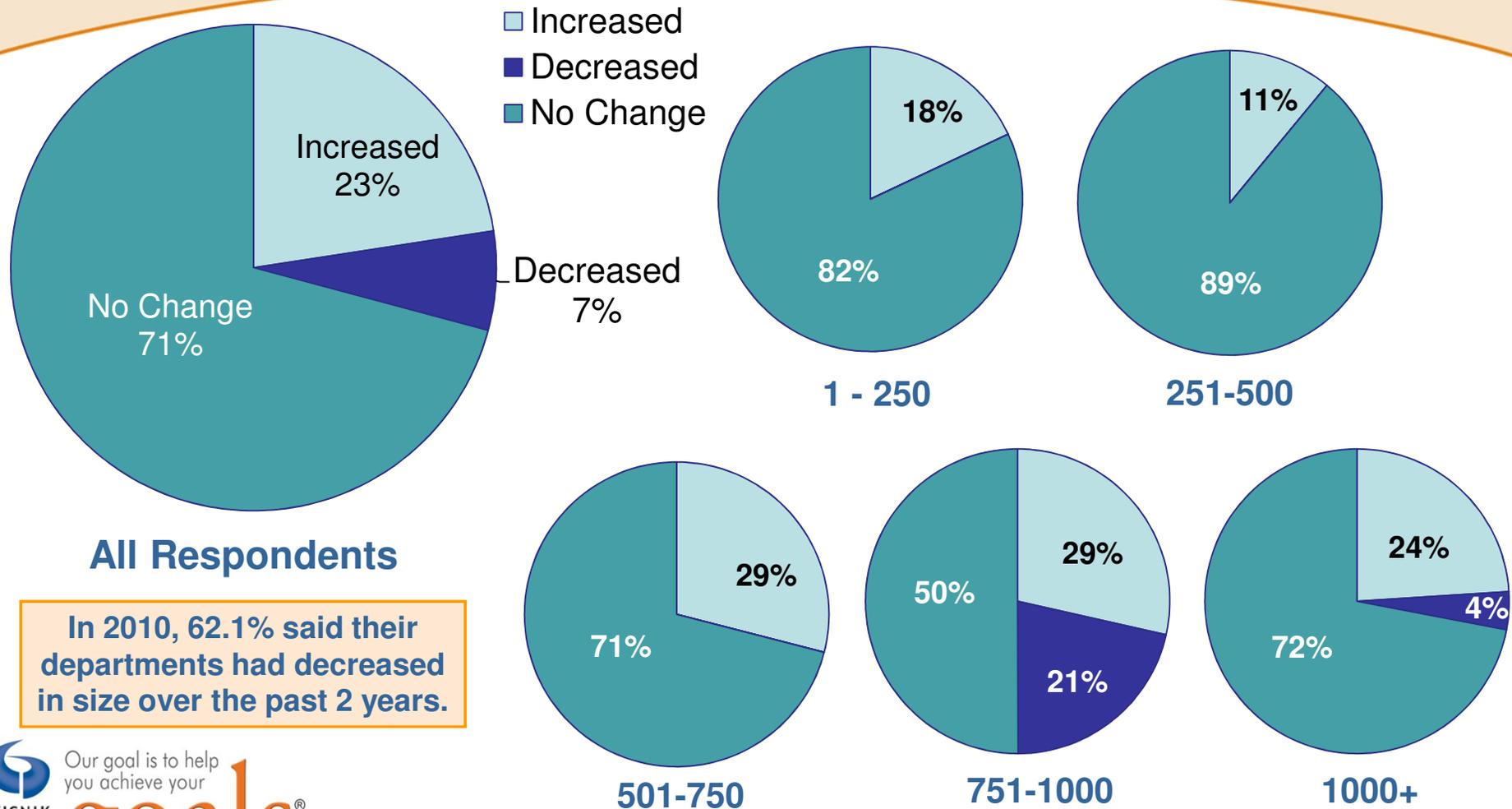
# Size of Firm vs. Size of Firm-Wide Recruiting Department



# Size of Office vs. Size of Chicago Summer Associate Class



# By Firm Size, has Your Department Increased in Size?



In 2010, 62.1% said their departments had decreased in size over the past 2 years.

# Benefits Received

- 91% of firms provide Flexible Spending
- 85% of you contribute to the cost of your medical plan
- 75% of respondents receive Transit Discounts
- 68% of firms offer Health Club Memberships or Discounts
- 65% of firms provide a PDA or Smartphone
- 54% of firms provide a laptop computer
- 53% of firms allow for periodic work from home

From the data, it appears that that smaller firms (1-250 attorneys) and larger firms (750-1000+ attorneys) provide more benefits to their employees than mid-sized firms.

# Benefits Received: Average Days Paid Time Off (PTO)

## Paid Time Off:

Includes Vacation, Sick and Personal Days

<u>Title (# responses)</u>	<u>Average</u>	<u>Median</u>	<u>Range</u>
<b>Director &amp; Chief (15):</b>	31 days	30 days	25 – 45
<b>Manager (19):</b>	26 days	25 days	15 – 35
<b>Sr. Coord./Specialist:</b>	*	*	*
<b>Coordinators (16):</b>	24 days	25 days	15 – 33
<b>Assistants:</b>	*	*	*

\* Insufficient data

# Interesting Results

- 94% of you received a bonus, a raise, or both in 2011
- 23% of respondents said their departments have increased in size over the last 2 years, while 7% have decreased
- 57% have been promoted with a title change at their current firm
- 43% of you attended the NALP Annual Education conference
- 26% of respondents have a graduate degree (JD or Masters)
- 82% have a firm-wide Director/Chief

**41% of you have been with your current Firm for 8+ years**

15% of you have joined legal recruiting in the last 3 years

30% have joined your current firm in the past 3 years

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