



RECRUITING ADMINISTRATORS OF DALLAS
SURVEY
SPRING 2010

Presented By:
Eva Wisnik
Wisnik Career Enterprises, Inc.
ewisnik@wisnik.com
www.wisnik.com

SURVEY METHOD

- Sent survey to over 43 Dallas legal recruitment professionals
- Received a total of 38 completed surveys
- Wisnik Career Enterprises, Inc. emailed survey on Monday, May 3rd, 2010
- Wisnik Career Enterprises, Inc. emailed survey again on Tuesday, May 11, 2010



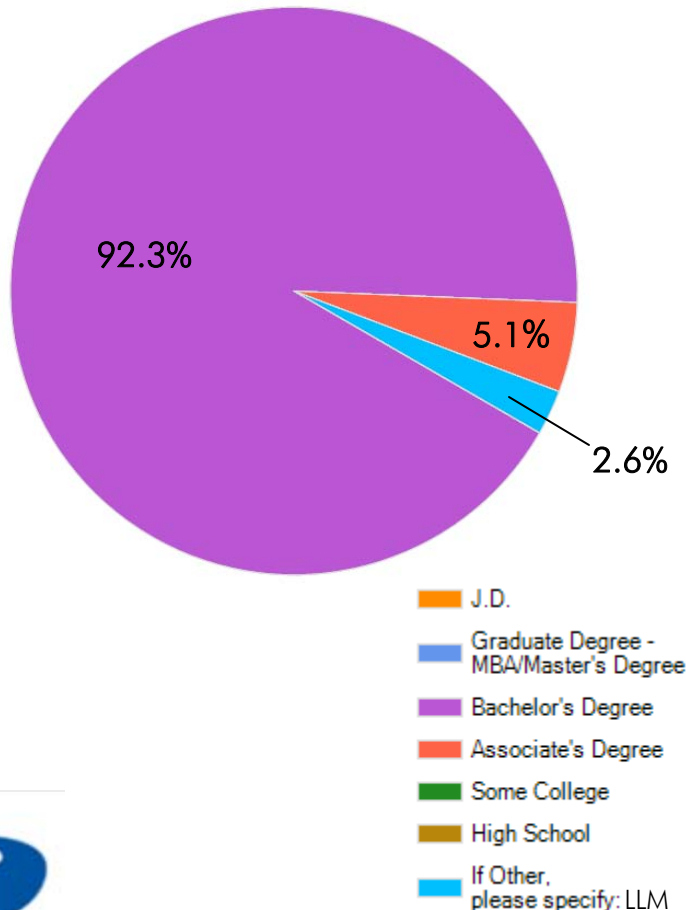
SURVEY RESULTS

- Received a total of 38 Surveys
- Total Breakdown
 - Assistant: 7
 - Coordinator: 13
 - Manager: 12
 - Director (RADS/HALRA combined)*: 6

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PROFILE OF SURVEY RESPONDENTS

What is your highest level of education?



- 58.9% of you are in the firm's headquarters
- 100% of you work full-time
- 44.7% of you hold a firmwide position
- 57.9% of you have a seat on your firm's employment committee



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2010 SURVEY RESULTS

DALLAS LAW FIRM PARTICIPANTS' AVERAGE SALARIES

<u>Title</u>	<u>Average Salary</u>	<u>Median</u>	<u>Salary Range</u>
Assistants:	\$36,900	\$38,000	\$30K-\$40K
Coordinators (w/ OT):	\$46,510	\$45,500	\$30K-\$65K
Coordinators (w/o OT):	\$46,333	\$48,000	\$41K-\$50K
Managers:	\$70,816	\$73,300	\$51K-\$95K
Directors (RADS/HALRA combined):	\$102,083	\$103,000	\$66K-\$120K

Average OT for eligible Coordinators in 2009 was \$5,000



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2010 SURVEY RESULTS
DALLAS LAW FIRM PARTICIPANTS' AVERAGE SALARIES

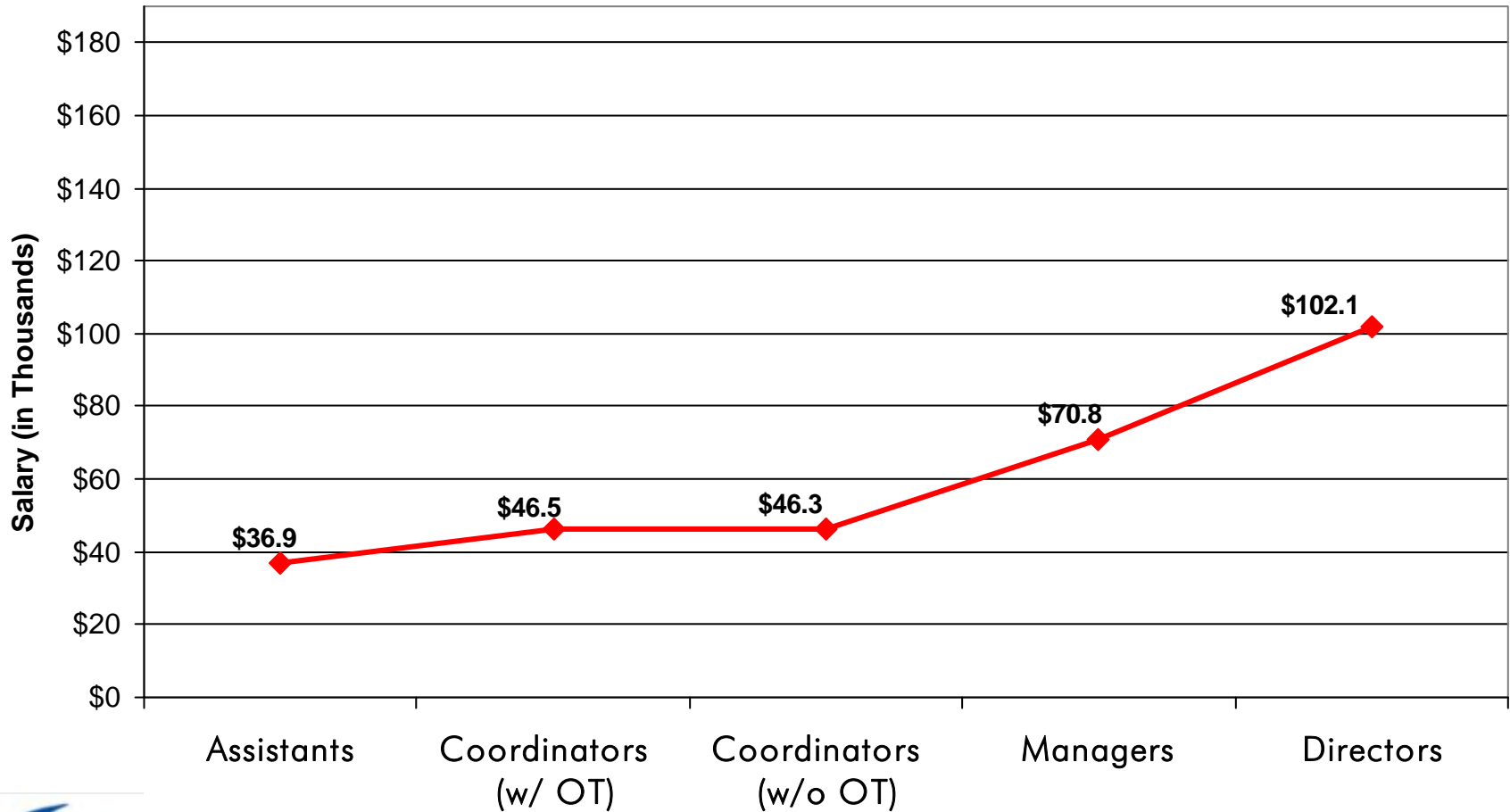
Title	Average Salary	Median	Salary Range	Bonus	Summer Class 2010	Summer Class 2009
Assistants:	\$36,900	\$38,000	\$30K-\$40K	N/A	16	20
Coordinators (w/ OT):	\$46,510	\$45,500	\$30K-\$65K	\$1,425	13	20
Coordinators (w/o OT):	\$46,333	\$48,000	\$41K-\$50K	\$2,500	10	12
Managers:	\$70,816	\$73,300	\$51K-\$95K	\$3,500	11	18
Directors (RADS/HALRA combined):	\$102,083	\$103,000	\$66K-\$120K	\$11,600	15	20

Average OT for eligible Coordinators in 2009 was \$5,000



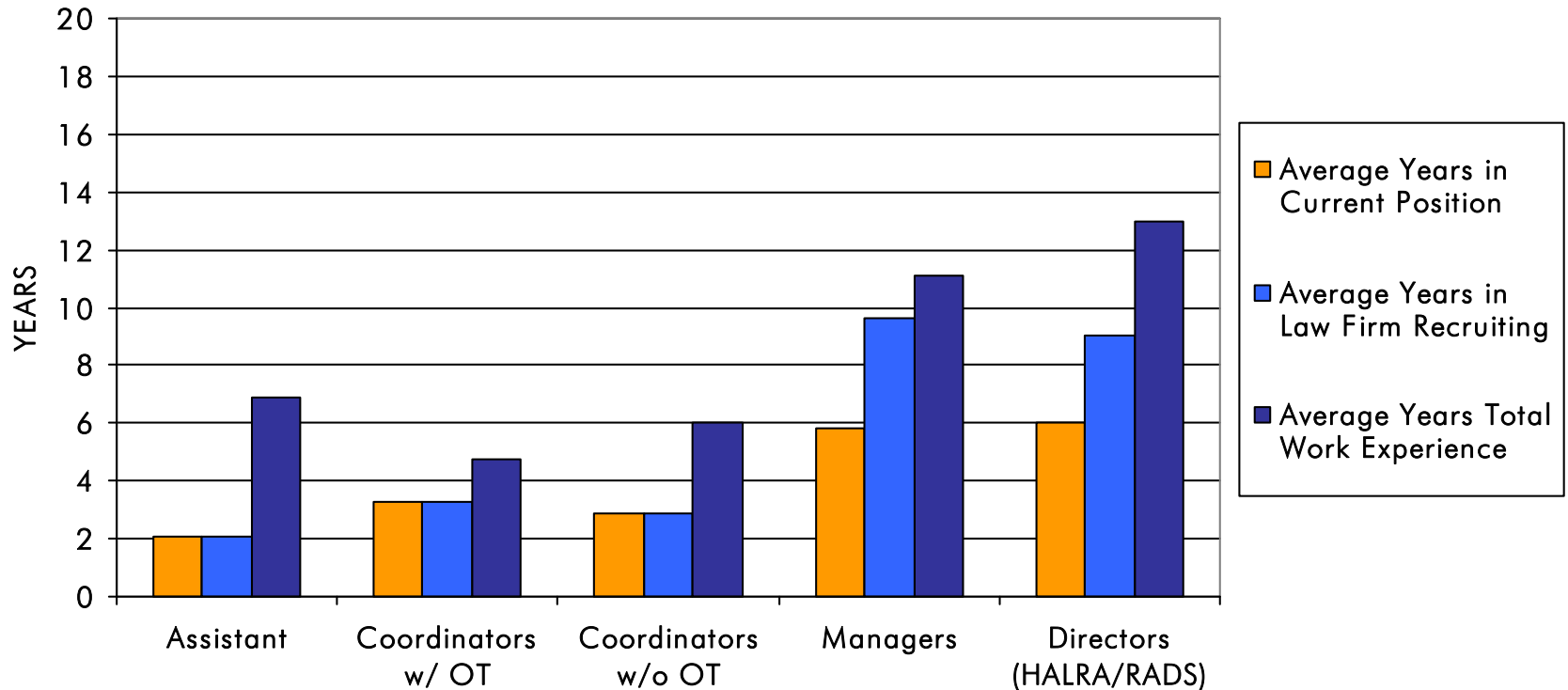
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Average Salaries for Law Firm Recruitment Professionals



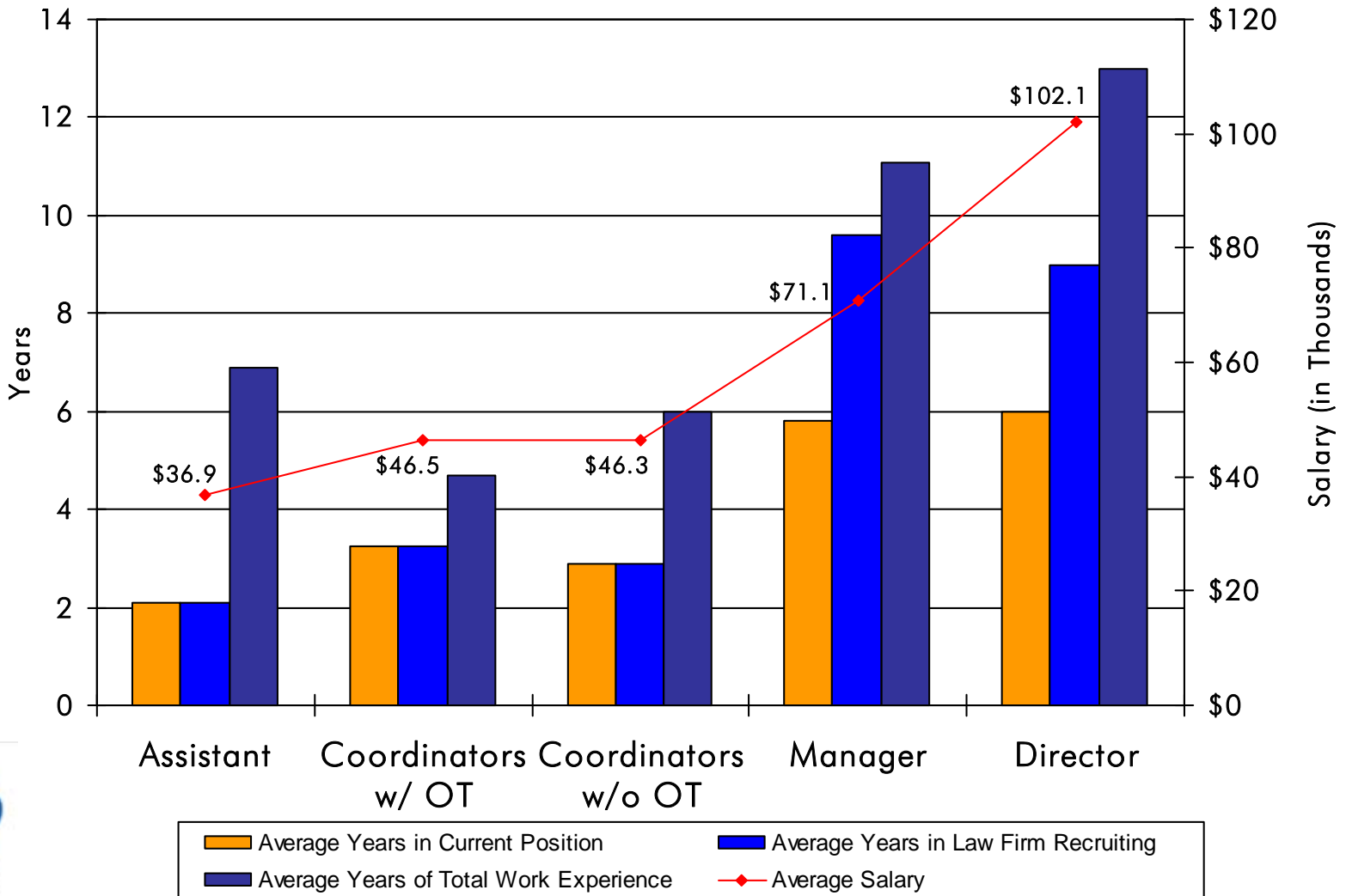
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Average Years of Experience vs. Average Years in Current Position vs. Average Years of Total Work Experience



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Average Salaries for Law Firm Recruitment Professionals



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Survey Respondents' Responsibility for Summer Program

	Your Responsibility	Responsibility of Department
Participate in Recruiting Committee meetings	75.7%	62.2%
Coordinate Summer Associate training and orientation	62.2%	59.5%
Plan social events, section parties, summer associates lunches and firm parties	64.9%	62.2%
Receive evaluations for Summer Associates	67.6%	59.5%
Monitor Summer Associate work projects and assignments	56.8%	67.6%
Prepare offer and decline letters for associate and Summer Associate candidates	60.5%	65.8%
Organize clerkship reviews	58.3%	61.1%
Conduct Summer Associate exit interviews	61.1%	63.9%



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Survey Respondents' Responsibilities for Law Student Recruiting

	Your Responsibility	Responsibility of Department
Plan pre and post on-campus interview receptions	63.2%	63.2%
Participate in Recruiting Committee meetings	78.9%	63.2%
Conduct correspondence and follow-up with candidates	68.4%	63.2%
Arrange travel and interview schedules for candidates	68.4%	60.5%
Organize travel and schedules for interviewing attorneys	66.7%	61.1%
Plan Fall on-campus interview calendar	74.3%	62.9%
Coordinate with various law schools to schedule interview dates	59.5%	63.2%



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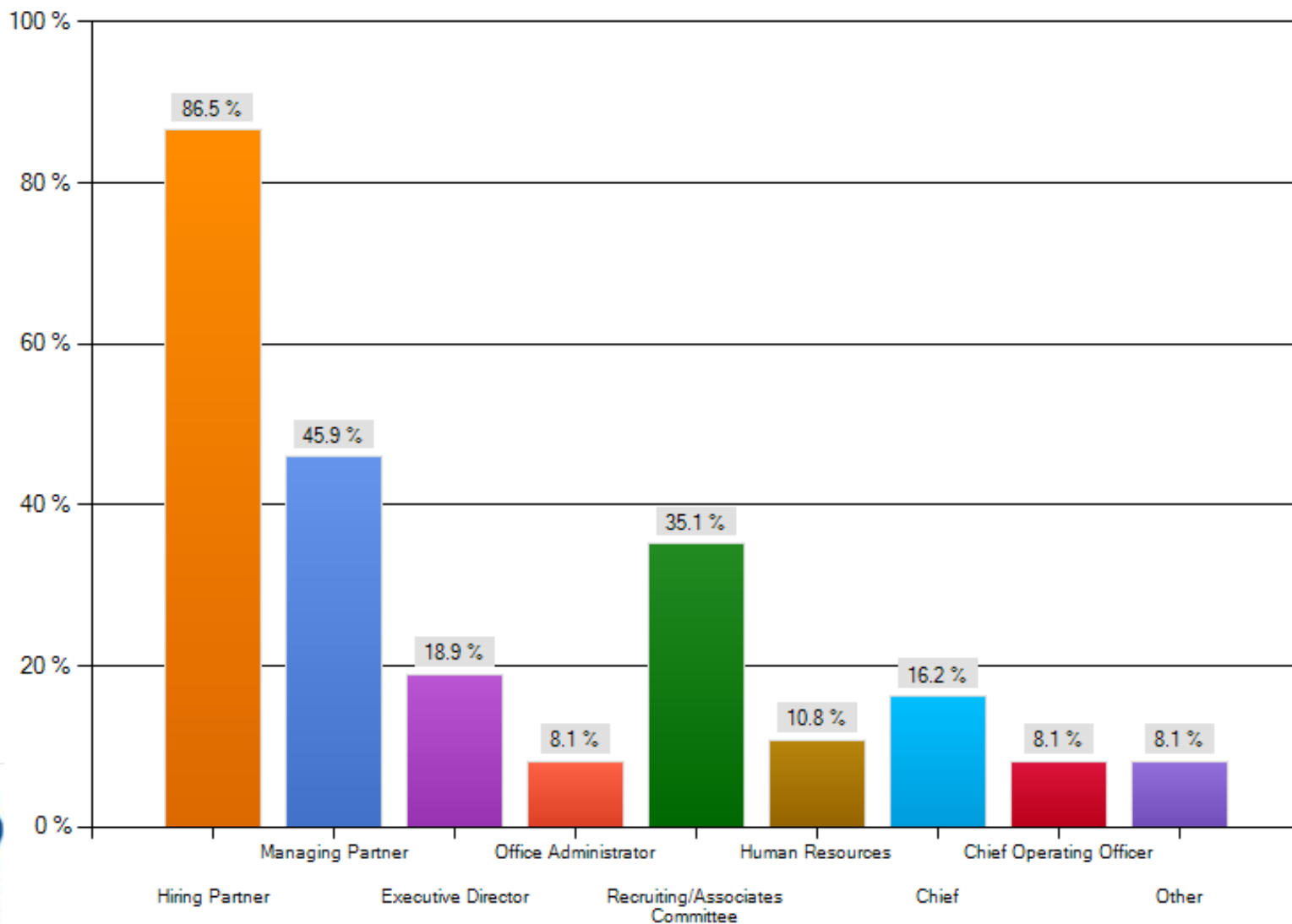
Survey Respondents' General Responsibilities

	Your Responsibility	Responsibility of Department
Attorney orientation	60.6%	66.7%
Lateral recruiting	61.1%	72.2%
Partner recruiting	59.4%	71.9%
Exit interviews	50%	66.7%
Managing recruitment staff	53.1%	68.8%
CLE coordination	58.8%	76.5%
Attorney development/training	68.2%	63.6%
Diversity initiatives	50%	65.6%
Administering evaluation process for attorneys	52.6%	57.9%



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Who Does Your Department Report To?



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Assistant Salary Data by Firm Size:

ATTORNEYS in DALLAS OFFICE	AVERAGE	RANGE
1-75	\$35,250	30K-40K
76-175	\$38,000	36K-40K
176 - 300	\$38,000	36K-40K



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Coordinator w/ OT Salary Data by Firm Size:

ATTORNEYS in DALLAS OFFICE	AVERAGE	RANGE
76-125	\$44,450	30K-60K
126-175	\$48,000	46K-50K
176-225	\$46,750	36K-65K



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Coordinator w/o OT Salary Data by Firm Size:

ATTORNEYS in DALLAS OFFICE	AVERAGE	RANGE
1-75	\$43,000	41K-45K
76-200	\$48,000	46K-50K



Manager Salary Data by Firm Size:

ATTORNEYS in DALLAS OFFICE	AVERAGE	RANGE
1-125	\$68,000	61K-75K
126-175	\$70,000	56K-80K
176-225	\$72,800	51K-95K

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Directors (HALRA/RADS combined) Salary Data by Firm Size:

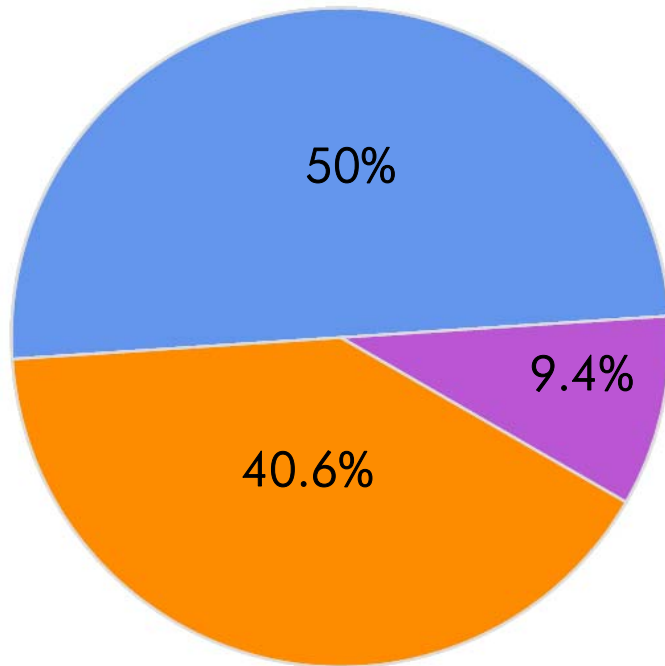
ATTORNEYS in HOUSTON/DALLAS OFFICE	AVERAGE	RANGE
1-175	\$89,500	75K-105K
176-350	\$114,667	101K-125K

*5 out of 6 Directors have a firm-wide function



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



Yes
No
No Comment

In 2009, what did you receive?

COMPENSATION	% RESPONDENTS
Bonus	74.3%
401K Plan	100%
Defined Retirement Contributions	75%
Average Vacation Days	19
PDA/Blackberry	85.3%
Free Parking	48.4%



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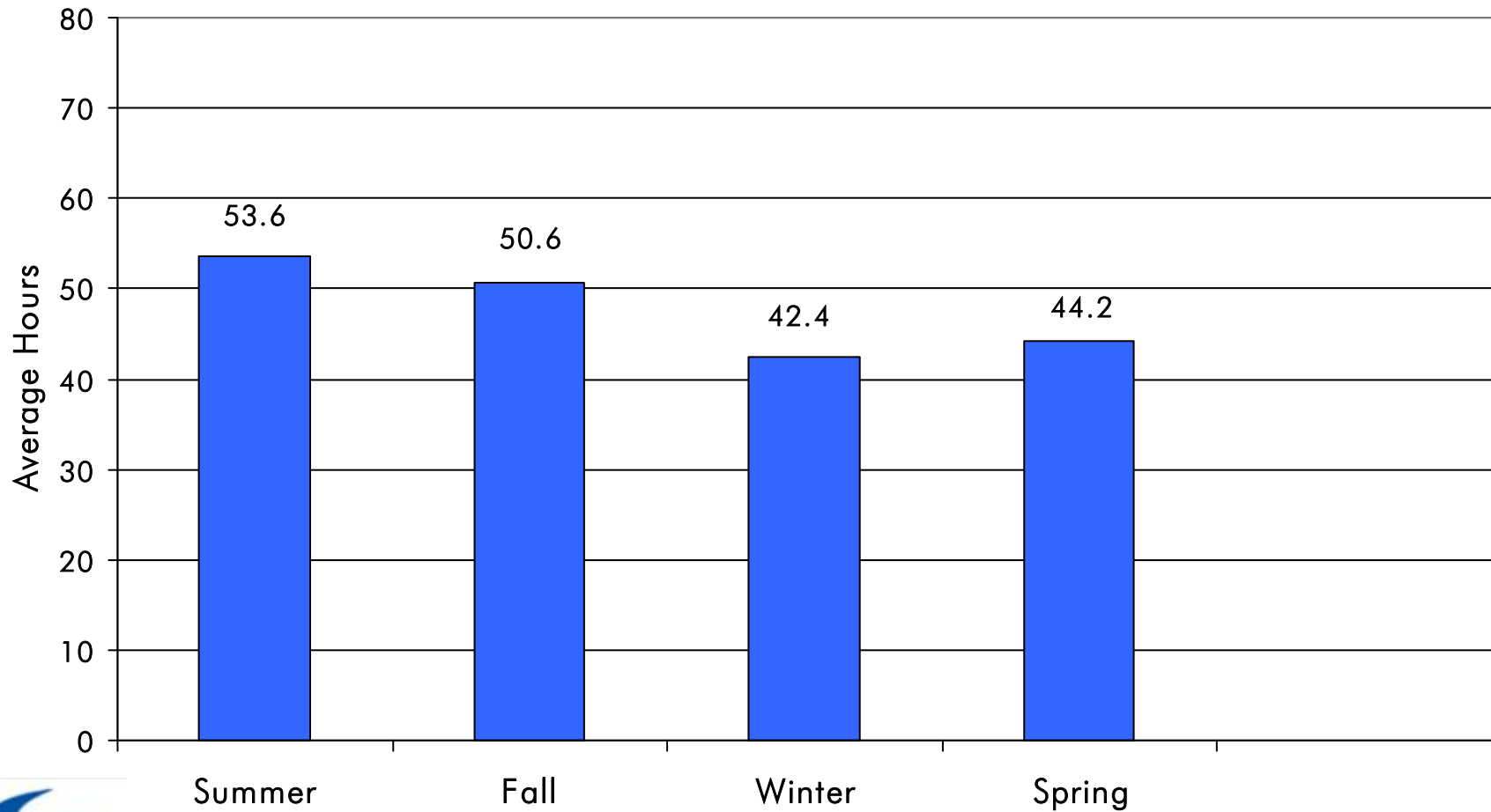
Average Number of Positions in Dallas Department by Office Size

Office Size	
1-75	Average Department Size = 1.8 Most common positions = Assistant, Manager
76-125	Average Department Size = 4 Most common positions = Assistant, Coordinator, Manager, Director
126-175	Average Department Size = 1.75 Most common positions = Assistant, Coordinator, Manager
176-300	Average Department Size = 3.5 Most common positions = Assistant, Coordinator, Manager, Director



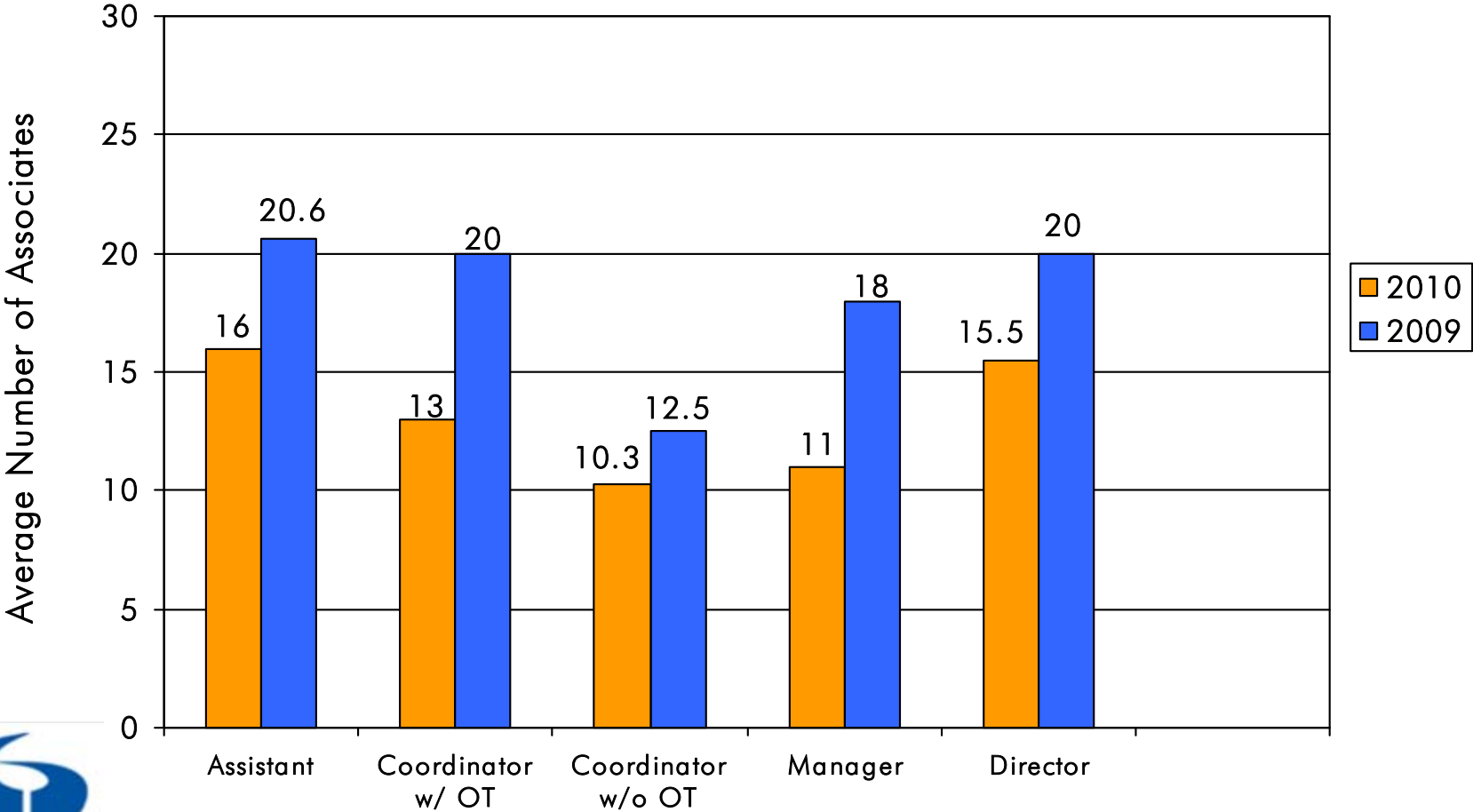
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Survey Respondents' Average Hours Worked per Season



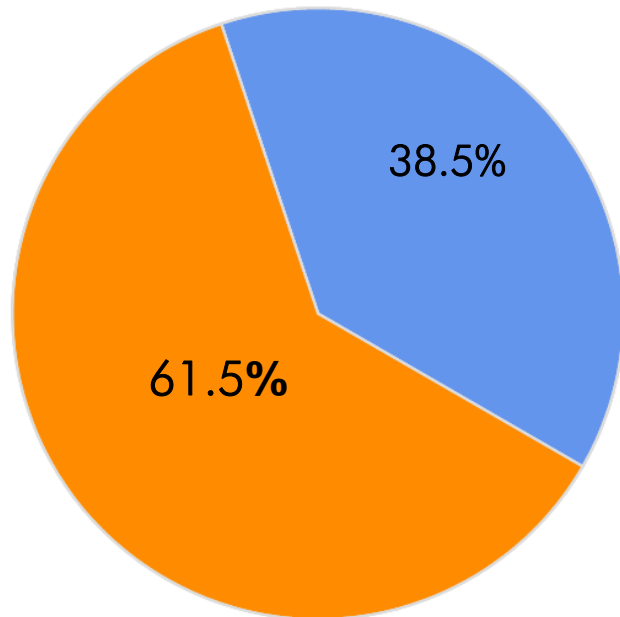
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Average Summer Associates for 2010 versus 2009



SUMMARY OF INTERESTING SURVEY RESULTS

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

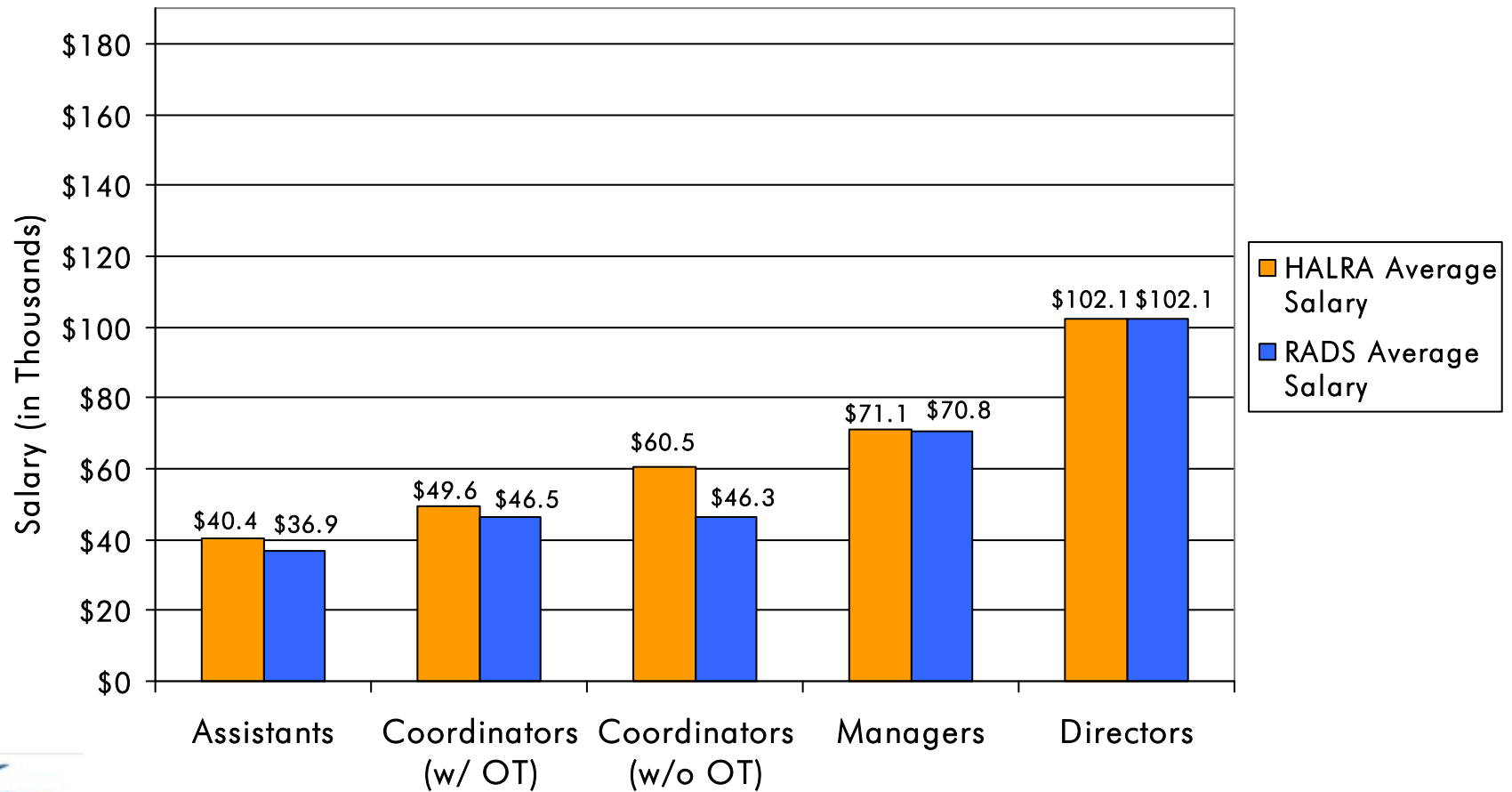


Yes
No

- 74.3% of you received a bonus last year
- Only 34.3% of you were able to attend the NALP Conference
- 53.8% of respondents surveyed indicated that their departments decreased in size over the past 2 years

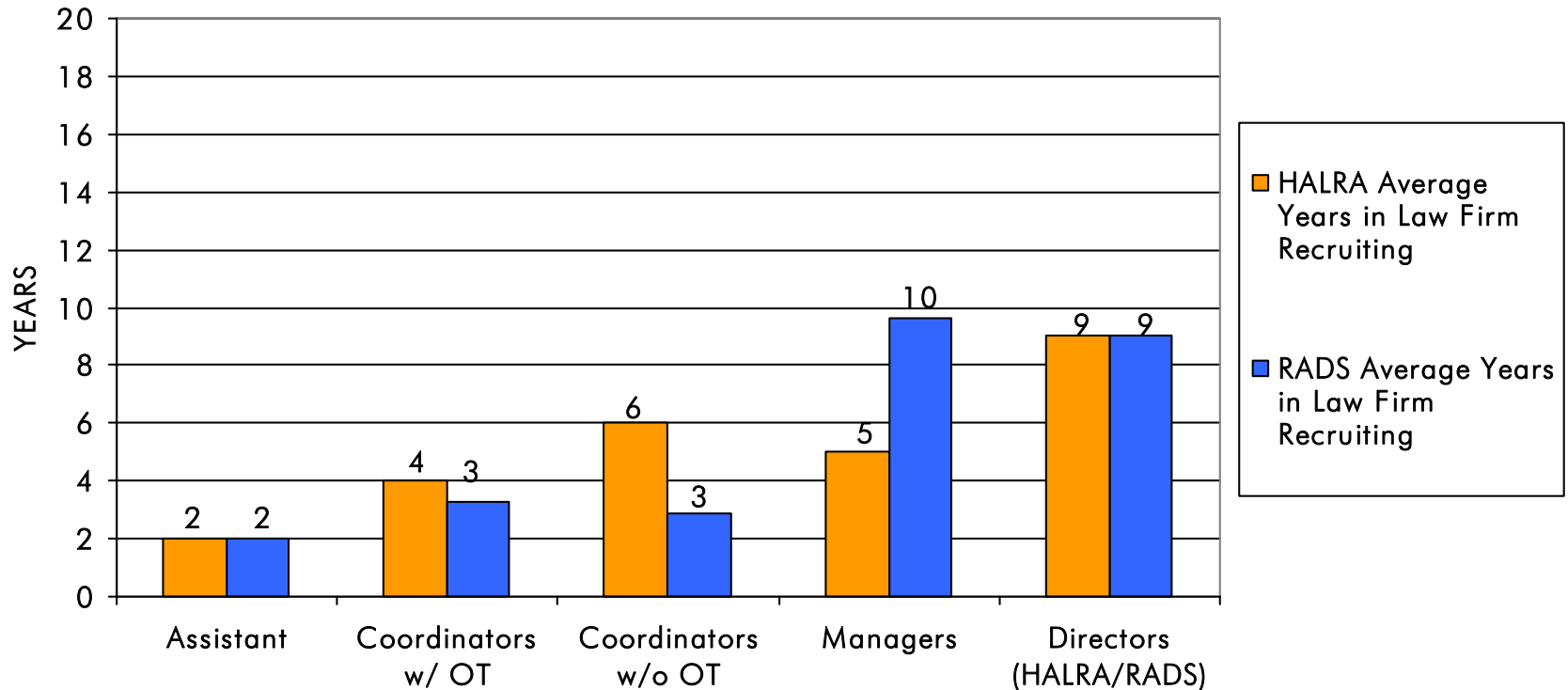
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HALRA and RADS Average Salaries for Law Firm Recruitment Professionals



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HALRA and RADS Average Years of Experience in Law Firm Recruiting





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Presented By:
Eva Wisnik
Wisnik Career Enterprises, Inc.
ewisnik@wisnik.com
www.wisnik.com