

Recruiting Administrators of Dallas (RADS) Salary Survey 2006

	Assistants	Coordinators	Managers
Survey Participants	7	20	10
<i>Percentage from Total Participation</i>	17.5%	50%	25%
Years at Current Firm			
0-1 year	6	7	2
2-3 years	1	9	4
4-5 years		1	
6-7 years		1	4
8-9 years		1	
10-15 years			
16-20 years			
21+ years			
<i>Average Years in Current Position</i>	0.8	2.4	3.7
Years of Experience in Recruiting Field			
0-1 year	6	2	
2-3 years		8	1
4-5 years	1	2	2
6-7 years		2	5
8-9 years		1	2
10-15 years		4	
16-20 years			
21+ years			
<i>Average Years in Recruiting Field</i>	1.1	5.3	6.1
Years of Total Overall Experience			
0-1 year	1		
2-3 years	3	4	
4-5 years		4	1
6-7 years	1	1	1
8-9 years	2	2	3
10-15 years		5	3
16-20 years		2	
21+ years		1	2
<i>Average Years of Overall Experience</i>	4.5	9	11.6
Since you have been with your firm, have you had a promotion with a title change?			
Yes	1	7	7
No	6	12	3
<i>Percentage with a Title Change</i>	14%	37%	70%
Highest Degree of Education			
JD		1	1
Masters			
Bachelor's Degree	6	16	8
Associate's Degree			
Some College	1	2	1

	Assistants	Coordinators	Managers
If you have a JD, how many years practiced?			
0 years			1
.5-2 years		1	
3-4 years			
5-6 years			
7-10 years			
<i>Average Number of Years Practiced</i>	N/A	0.5	0
Number of Attorneys in Dallas Office (as of 1/1/06)			
1-100	2	8	4
101-150	2	3	3
151-200		8	3
201-250	3		
251-300			
301-350			
351-400			
401-500			
500+			
Number of Attorneys Firm-wide			
1-100	1	1	1
101-150	1	2	2
151-200	1		1
201-250			
251-300		5	
301-350		2	
351-400		1	
401-500	3	3	1
500+	1	5	5
Number of 2006 Summer Associates - 1st half			
No Summer Associates		2	2
1-10 Summer Associates	2	6	1
11-20 Summer Associates	3	7	4
21-30 Summer Associates	1	3	2
Number of 2006 Summer Associates - 2nd half			
No Summer Associates		8	3
1-10 Summer Associates	1	7	1
11-20 Summer Associates	3	2	4
21-30 Summer Associates	2	1	1
Number of 2006 Summer Associates - Total			
0-10 Summer Associates		9	1
11-20 Summer Associates	1	4	3
21-30 Summer Associates	2	4	3
31-40 Summer Associates	3		2
41-50 Summer Associates		1	1
Are you in Firm Headquarters?			
Yes	6	11	5
No	1	8	5
<i>Percentage in Firm Headquarters</i>	86%	58%	50%

	Assistants	Coordinators	Managers
Department size including yourself			
1		4	
2	3	3	5
3	2	2	2
4 to 6	2	7	3
10+		3	
Department consists of:			
Secretaries			
1	1	3	2
Assistants			
1	5	3	6
2	2	2	2
3		1	
Coordinators			
1	3	10	2
2	1	5	2
4		1	
5		1	
Managers			
1	4	8	10
Directors			
1	2	8	
Other		2	
Is your department staffed appropriately?			
Yes	7	16	9
No	0	3	1
Do you work full-time?			
Yes	7	18	10
No	0	1	0
<i>Percentage who Work Full-Time</i>	100%	95%	100%
Your Responsibilities:			
Recruiting law students	3	19	8
Managing summer program	4	18	7
Lateral recruiting	4	9	9
Partner recruiting	4	5	8
Attorney development/Orientations/Training	4	9	8
CLE coordination	3	7	2
Administering evaluation process for attorneys	4	5	
Managing recruitment staff	0	2	
Exit interviews	2	6	
Diversity initiatives	2	12	
Paralegal recruiting	0	0	0
Other responsibilities: marketing, HR, office event planning, conflict checks, Mentor Programs	0	5	0
Are you involved with Professional Development?			
Yes	3	10	9
No	4	9	1
<i>Percentage Involved with Professional Development</i>	43%	53%	90%

	Assistants	Coordinators	Managers
Do you have a Firm-wide Recruitment Director?			
Yes	5	13	7
No	2	5	3
<i>Percentage with a Firm-wide Recruitment Director</i>	71%	72%	70%
Reporting Structure			
Hiring Partner	4	14	10
Managing Partner	2	3	4
Executive Director	1	2	2
Office Administrator	0	3	4
Recruiting/Associates Committee	3	9	2
Human Resources		1	1
Other: Recruiting Director, Shareholder	1	10	4
Salary			
\$30-35K	6	2	
\$36-40K	1	6	
\$41-45K		4	
\$46-50K		2	1
\$51-55K		3	
\$56-60K		1	2
\$61-65K		2	2
\$66-70K			3
\$71-75K			
\$76-80K			
\$81-85K			2
<i>Salary Average</i>	\$33.3K	\$45.2K	\$66K
<i>Salary Ranges</i>	\$30-40K	\$30-65K	\$46-85K
Do you receive Overtime?			
Yes	7	2	0
No	0	7	10
<i>Percentage Who Receive Overtime</i>	100%	22%	0%
Overtime Ranges			
Less than \$1K	1		
\$1-2K		1	
\$3-4K	2	3	
\$5-6K	1	3	
\$7-8K			
\$9-10K			
\$11-15K		2	
<i>Average Overtime Pay</i>	\$3K	\$5.8K	N/A
Do you feel fairly compensated?			
Yes	6	7	7
No	1	11	3
<i>Percentage Who Feel Fairly Compensated</i>	86%	39%	70%
Did you receive a bonus last year?			
Yes	4	18	8
No	0	1	2
<i>Percentage Who Received a Bonus Last Year</i>	100%	95%	80%

	Assistants	Coordinators	Managers
Bonus Ranges:			
Less than \$500	2	1	
\$501-\$1K		5	
\$1.5-3K	1	9	2
\$3.5-5K	1	1	2
\$5.5-7K		1	2
\$7.5-9K			
\$9.5-11.5K			2
<i>Average Bonus Received Last Year</i>	\$1.2K	\$2.2K	\$6.3K
Benefits:			
Vacation/Sick/Personal Days - combined			
2.5 weeks		1	
4 weeks		2	
4.5-5 weeks		1	
<i>Average Vacation/Sick/Personal Weeks -combined</i>	N/A	3.8	N/A
Vacation (weeks)			
2	6	8	3
3	1	4	5
4		1	1
<i>Average Vacation Weeks</i>	2.1	2.5	2.8
Sick Leave (days)			
5	2		
6		1	
8	2	1	
12		1	
Unlimited		3	6
<i>Average Sick Days</i>	6.5	8.7	Unlimited
Personal (days)			
2	2	1	
3	1	1	
4		1	
5	2	1	1
8	1	3	1
10		3	1
12	1		1
Unlimited		1	3
<i>Average Personal Days</i>	5.3	6.8	8.6
Additional Benefits:			
Work from home	1	2	
Four day work week			
Flex days		2	
Day Care			
Blackberry	1	8	9
Cell Phone			
Computer - lap top		1	3
Transportation discounts (i.e. parking)	1	10	7
Health Club Memberships		2	2
Other			

	Assistants	Coordinators	Managers
Do you receive 401(k)?			
Yes	7	19	10
No	0	0	0
<i>Percentage Who Receive 401(k)</i>	100%	100%	100%
When Can You Start Participating?			
Immediately	4	8	5
1 Month		1	
3 Months	1	2	1
6 Months		1	
1 Year		4	1
Other	1	1	2
Profit Sharing			
N/A	3	8	2
Immediately			
3 Months		1	
1 Year	1	1	2
2 Years		3	1
Other			1
Matching Benefits?			
Yes	4	10	7
No		4	2
Do You Contribute to your Medical Plan?			
Yes	5	15	8
No	2	4	2
<i>Percentage Who Contribute to Medical Plan</i>	71%	79%	80%