

CALPA Industry Survey 2016

Presented to CALPA

By Eva Wisnik

June 2016



Wisnik Career Enterprises, Inc.
www.wisnik.com
212.370.1010 • ewisnik@wisnik.com

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 20 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 800 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 35 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

80 Respondents' Salary and Industry Information

■ By Position

- Director: 16
- Manager: 25
- Administrator: 2*
- Specialist/Senior Coordinator: 10
- Coordinator: 14
- Assistant: 13

■ By Firm Size

- 1-250: 12
- 251-500: 12
- 501-750: 6
- 751-1000: 20
- 1000+: 28

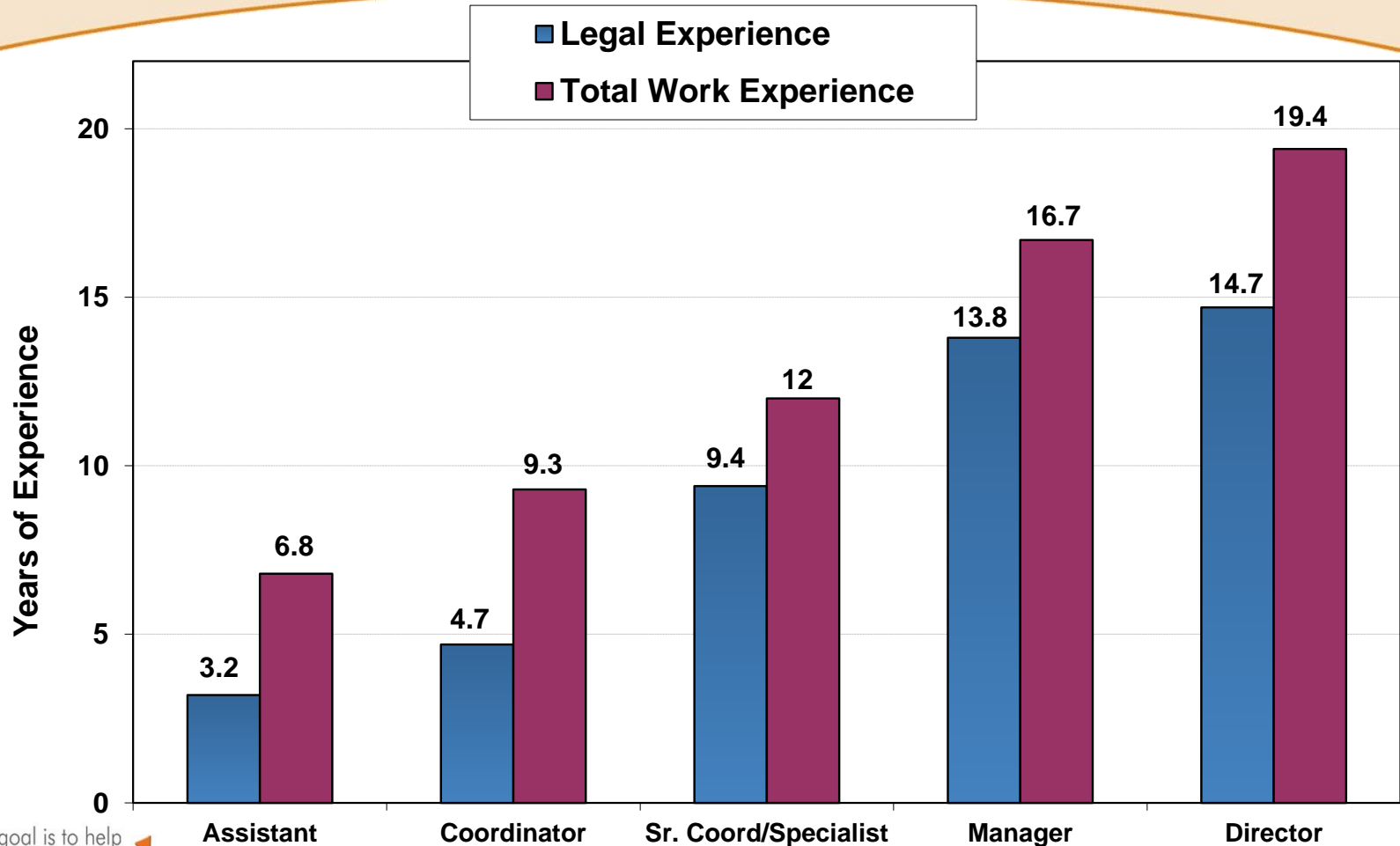
■ By Office Size

- 1-75: 8
- 76-125: 16
- 126-175: 11
- 176-225: 15
- 226-300: 10
- 301-350: 6
- 351-400: 6
- 401+: 8

* Insufficient responses to analyze Administrator level data

Profile of a CALPA Professional

Average Years of Experience



Our goal is to help you achieve your

goals®

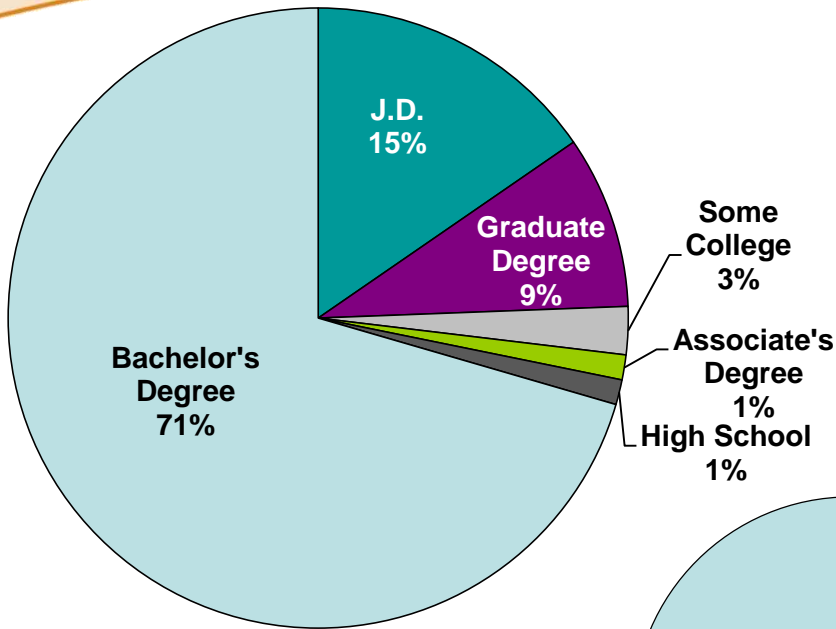
Average Years of Recruiting Experience



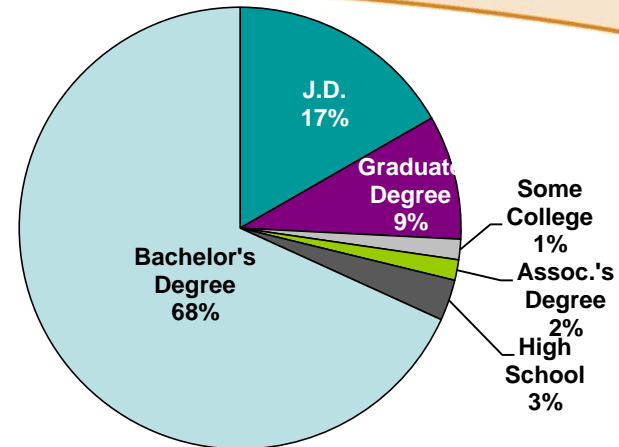
Our goal is to help you achieve your

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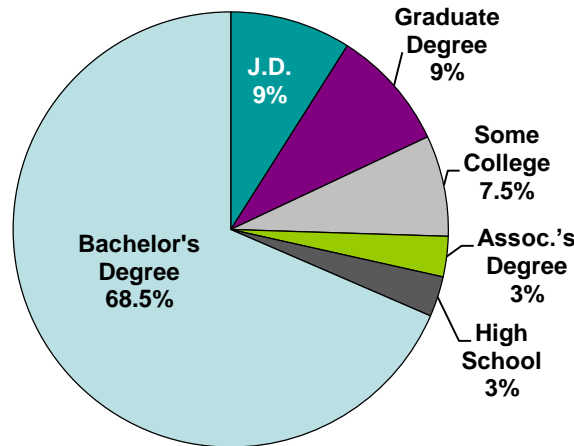
Highest Degree of Education



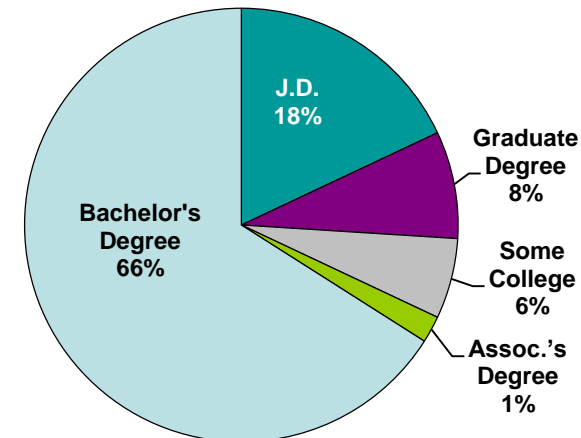
2016



2013

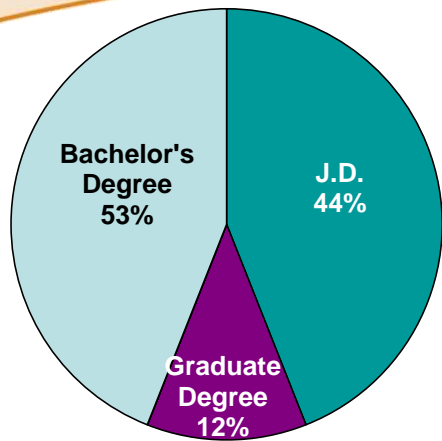


2010

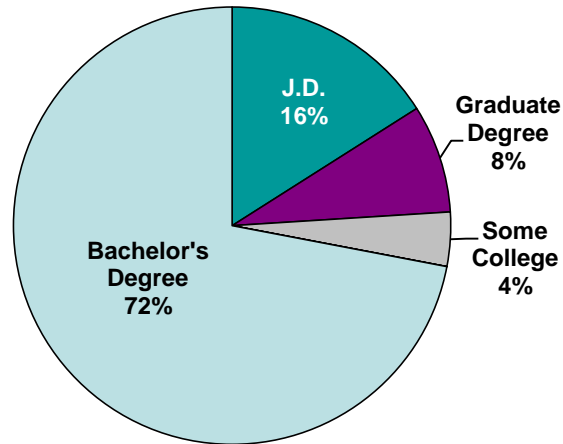


2007

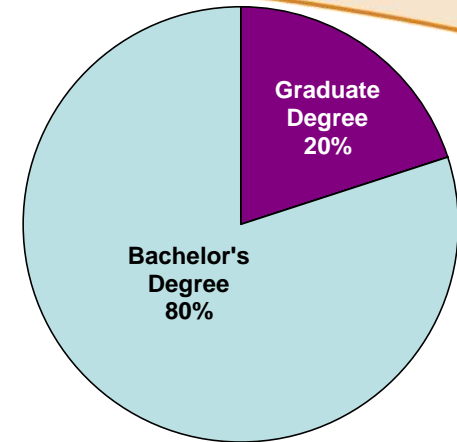
Highest Degree of Education, by Level



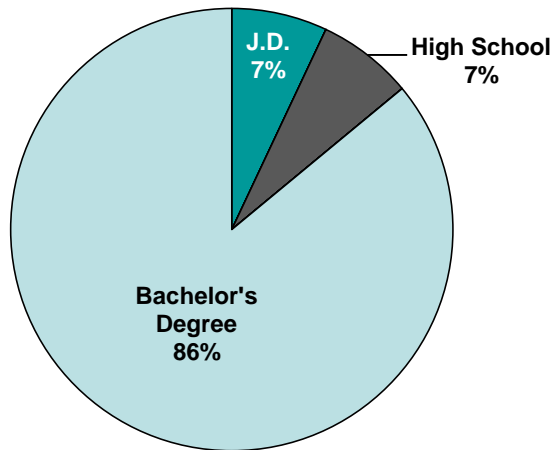
Director



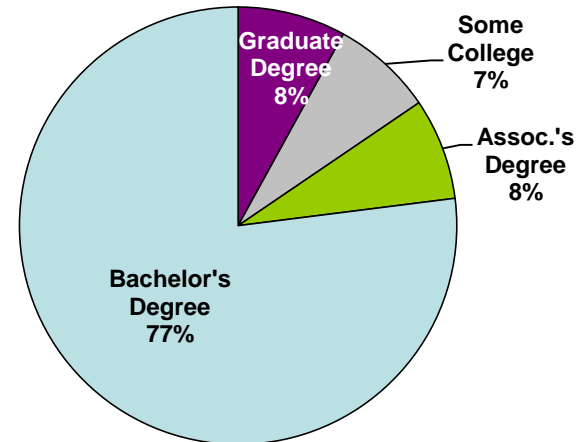
Manager



Sr. Coord./Specialist

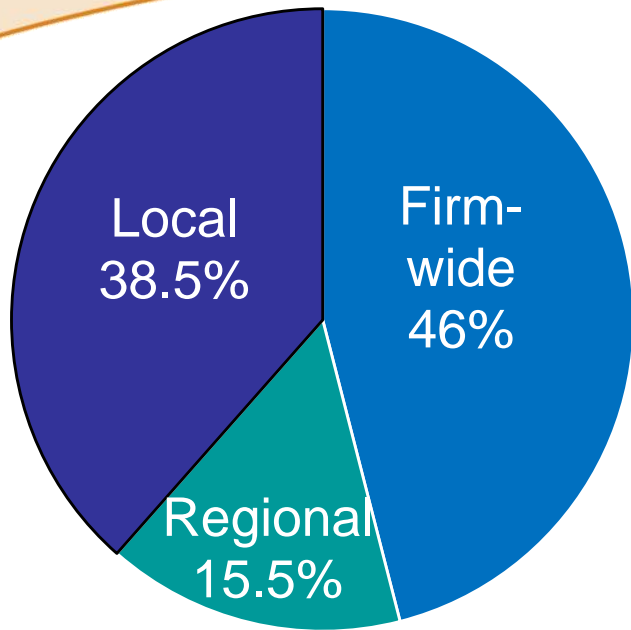


Coordinator

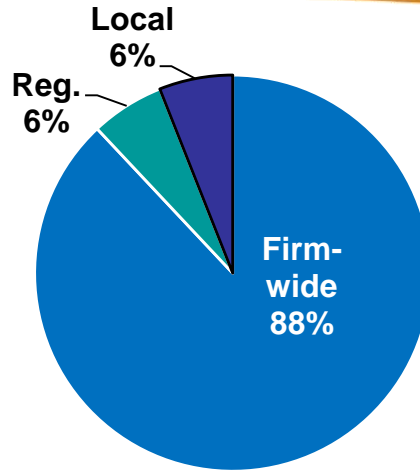


Assistant

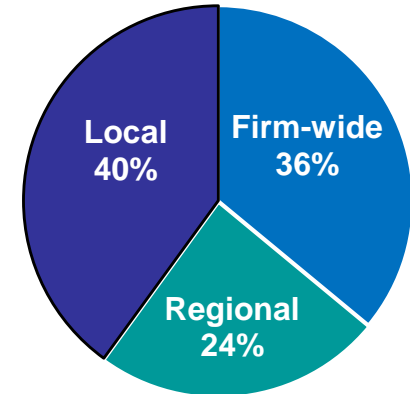
Is Your Position Firm-Wide, Regional, or Local?



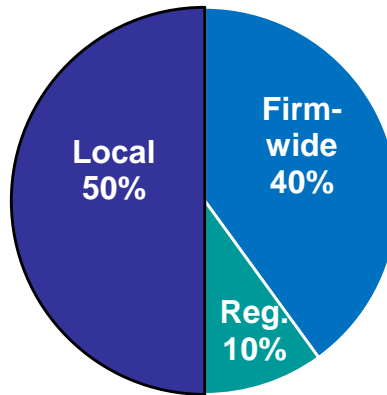
All Respondents



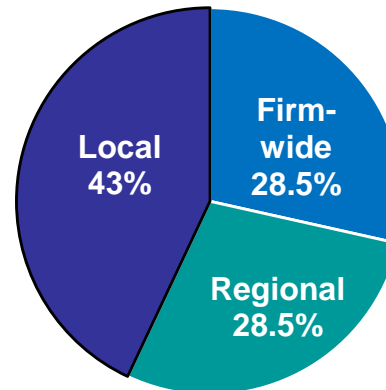
Director



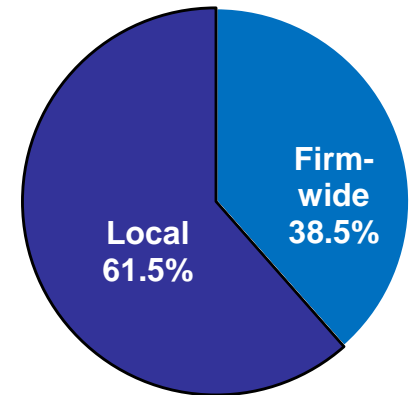
Manager



Sr. Coord. /Spec.



Coordinator



Assistant

Salary Trends

Average Salaries by Title

<u>Title (# responses)</u>	<u>Avg. Salary</u>	<u>Median</u>	<u>25th - 75th Percentile Range</u>
Director (15):	\$169,301	\$160,000	\$147k - \$205k
Manager (23):	\$99,684	\$100,000	\$91k - \$110k
Sr. Coord./Specialist* (10):	\$79,147	\$79,196	\$72k - \$89k
Coordinator – OT eligible** (11):	\$55,559	\$60,000	\$49k - \$62k
Assistant – OT eligible (12):	\$48,106	\$49,000	\$46k - \$51k

Percent Change from 2013:

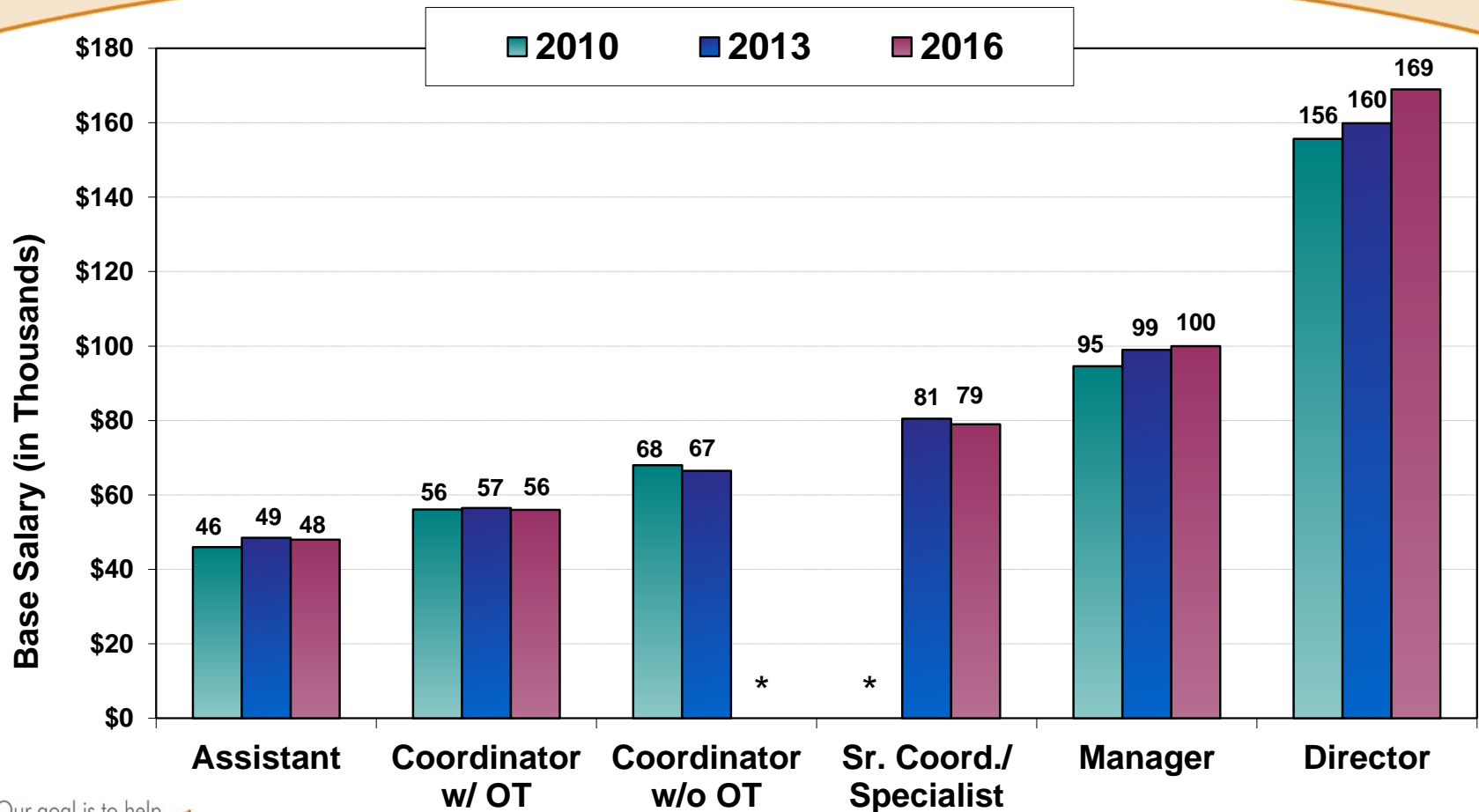
Directors: 5.9% increase Managers: 0.6% increase Sr. Coord/Specialist: 1.7% decrease
Coordinators (OT eligible): 2% decrease Assistants: 0.8% decrease

* A few Sr. Coord./Spec. received OT. This was added into base salary to be comparable to the majority of exempt (no OT) responses at this level

** Insufficient Data for Exempt Coordinators (no OT) salary data

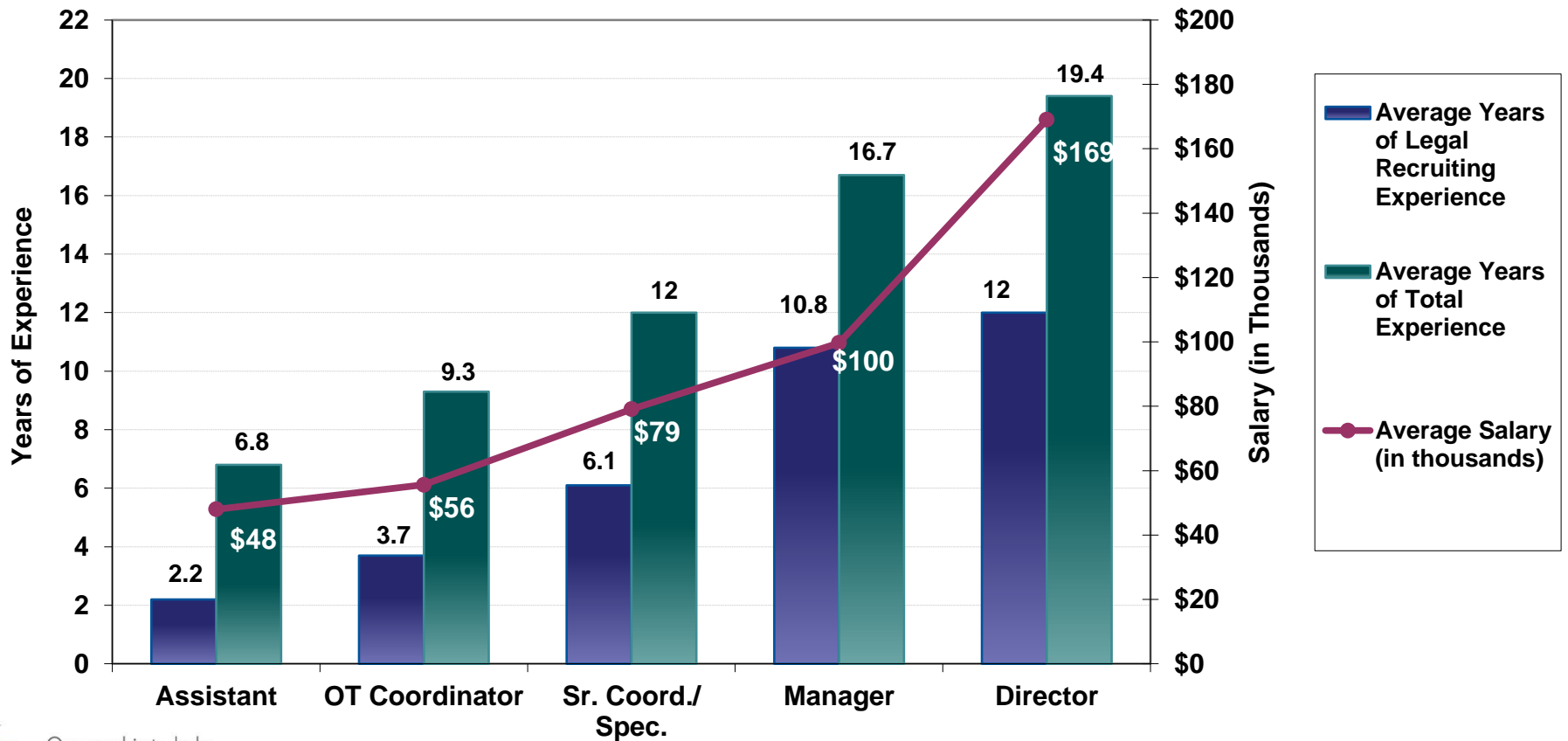


Salary Trends: 2010-2016



* Insufficient data

Average Salary vs. Years of Experience



Your Responsibilities

Top Responsibilities by Position

■ Director Responsibilities

- Managing Recruiting Staff: 69%
- Lateral Associate Recruiting: 56%
- Partner Recruiting: 50%
- Staff/Contract Attorney Recruiting: 44%
- Attorney Development/Training: 38%
- Diversity Initiatives: 31%

■ Manager Responsibilities

- Lateral Recruiting: 88%
- Recruiting Committee Meetings: 80%
- Managing Recruiting Staff: 76%
- Overseeing Summer Associate Program, Assignments & Evaluations: 72%
- Managing OCI Program: 68%

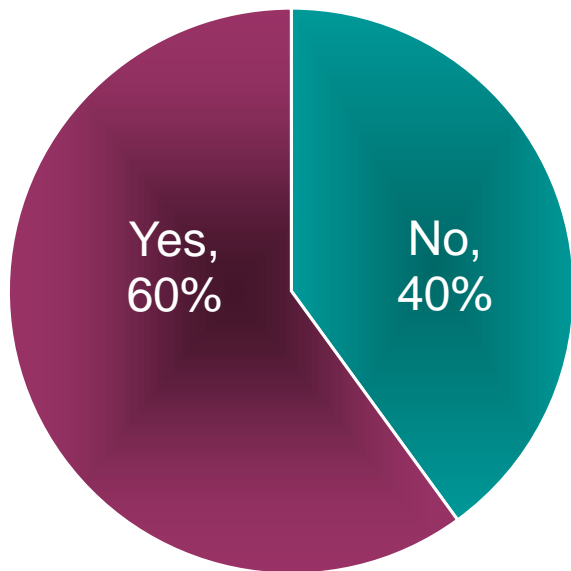
Top Responsibilities by Position

(cont.)

- **Sr. Coordinator/Specialist Responsibilities**
 - Preparing for Recruiting Committee Meetings: 67%
 - Summer Associate Onboarding: 67%
 - Events: 67%
 - Candidate Correspondence/Follow-up: 56%
 - Attorney Orientation: 56%
 - OCI Planning/Scheduling: 56%
- **Coordinator Responsibilities**
 - Events: 93%
 - Candidate Correspondence/Follow-up: 93%
 - Summer Associate Offer/Decline Letters: 93%
 - Help coordinate school OCI Schedule: 86%
 - Assist with Lateral Recruiting: 79%
 - Coordinate Interviews/Schedules: 79%
- **Assistant Responsibilities**
 - Assist with organizing candidate travel: 62%
 - Assist with attorney interview scheduling: 54%
 - Summer Associate Offer/Decline letters: 54%
 - Assist with Summer Associate Evaluations: 54%

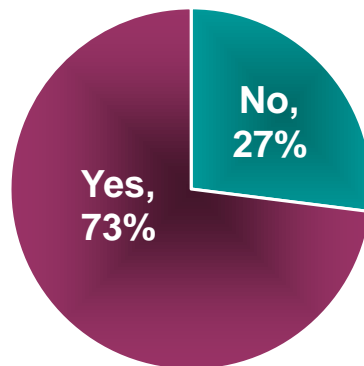
Industry Findings

Are You Satisfied With Your Current Compensation?

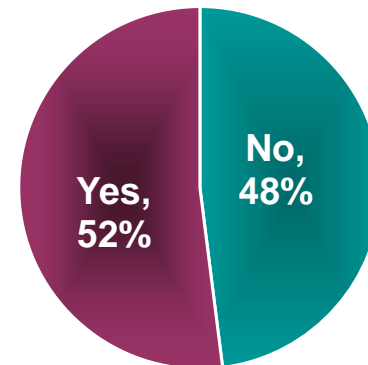


All Respondents

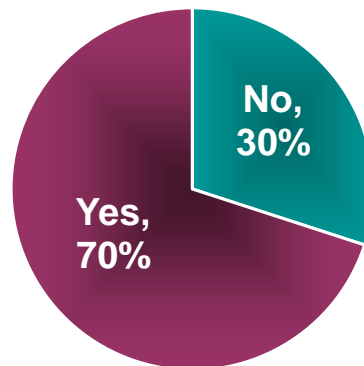
In 2013, 45% were satisfied with current compensation



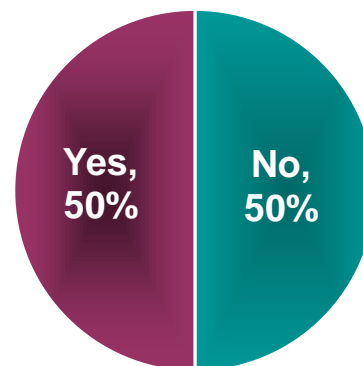
Director



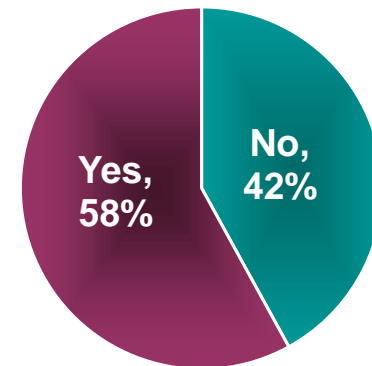
Manager



Sr. Coord./Spec.

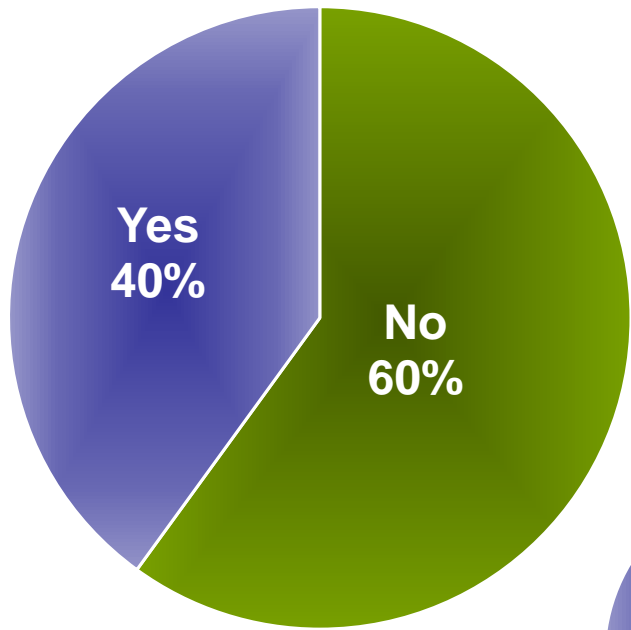


Coordinator

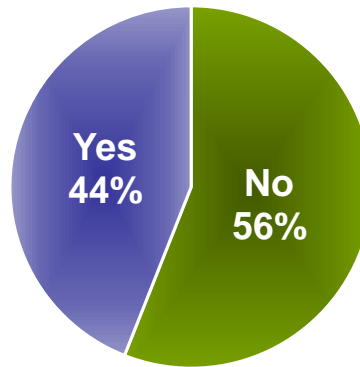


Assistant

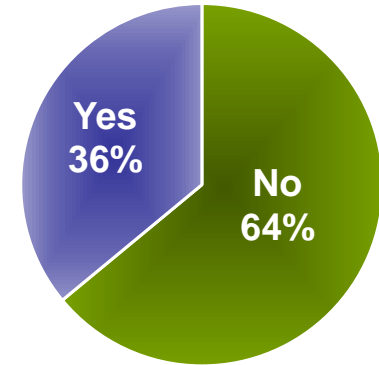
Have You Been Promoted with a Title Change at Your Current Firm in the Past 3 Years?



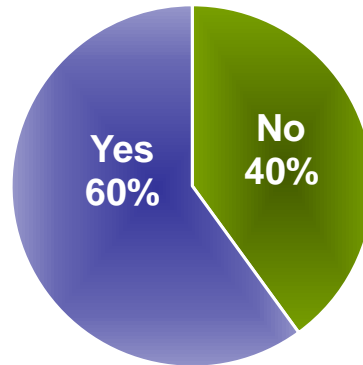
All Respondents



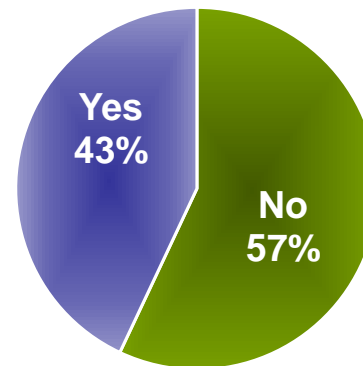
Director



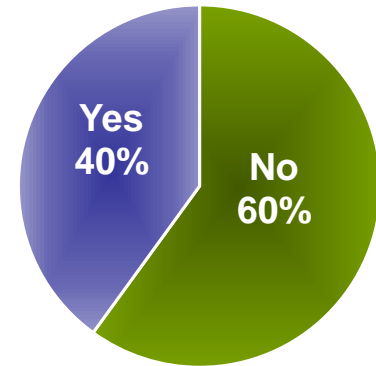
Manager



Sr. Coord./Spec.

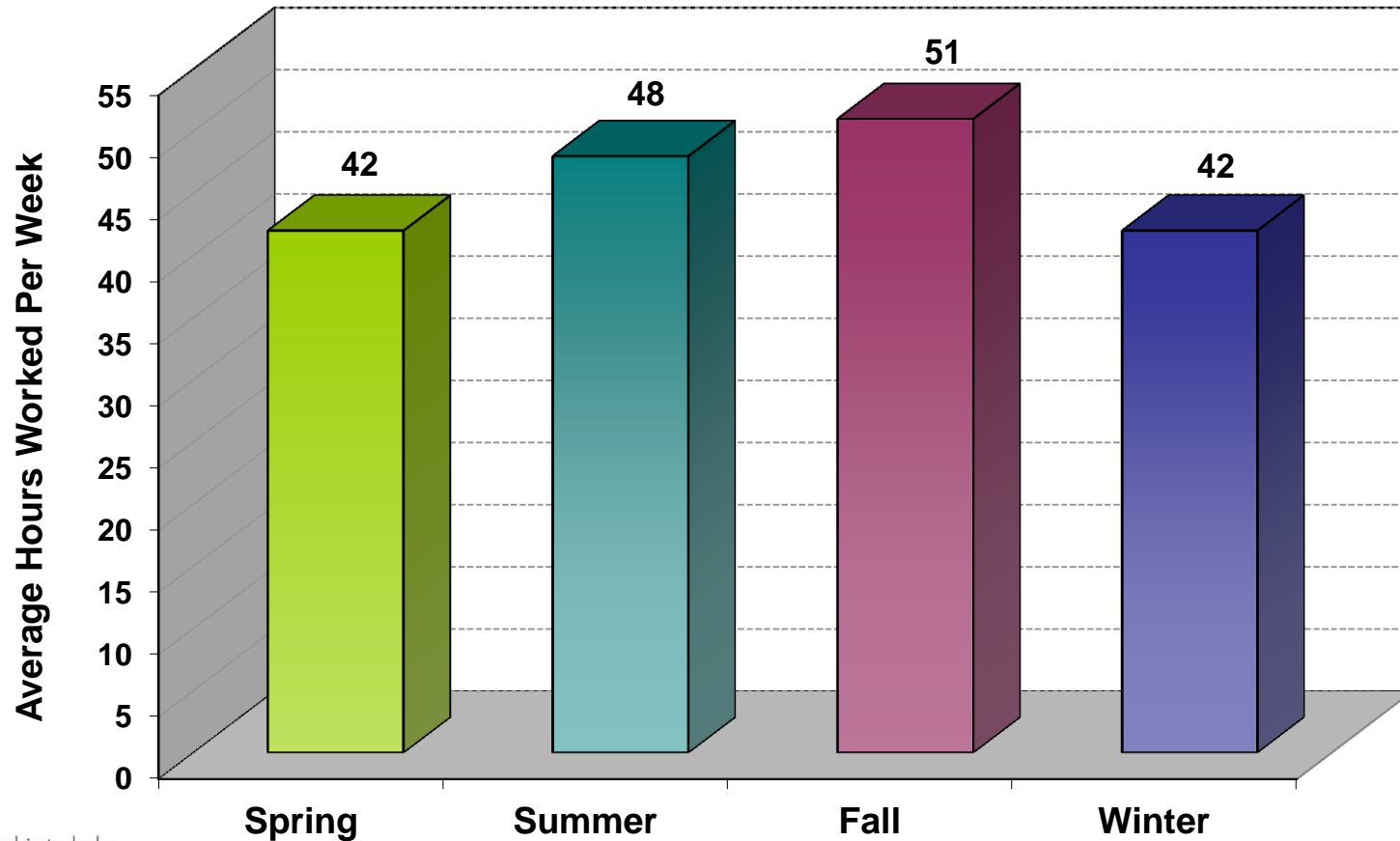


Coordinator

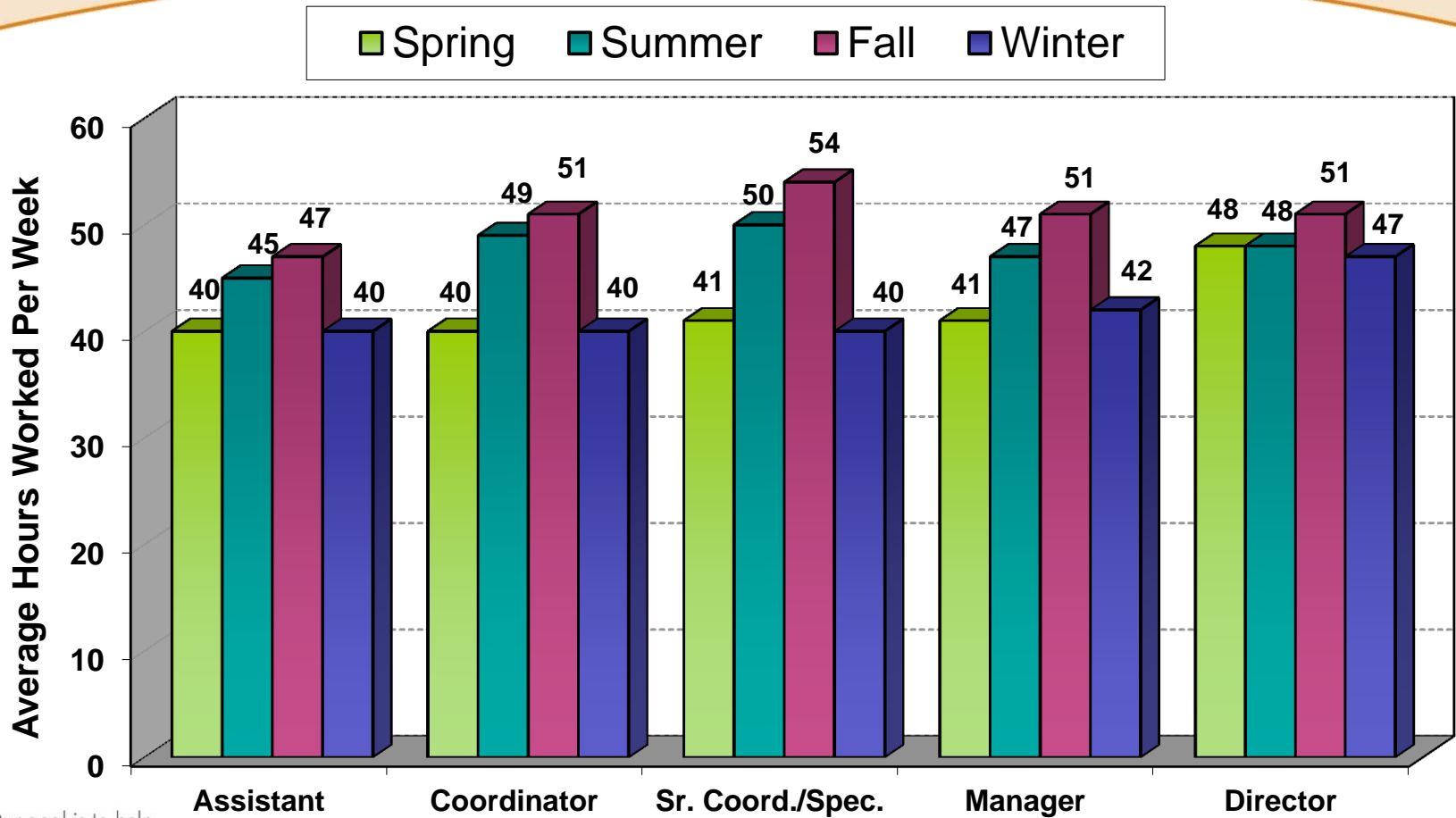


Assistant

Chicago: Average Hours Worked Per Recruiting Season

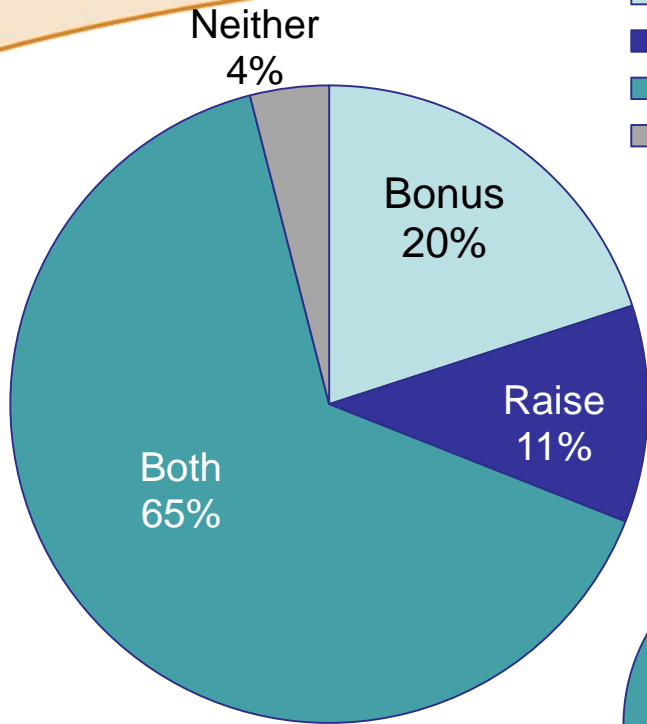


Respondents' Average Weekly Hours Worked, By Season

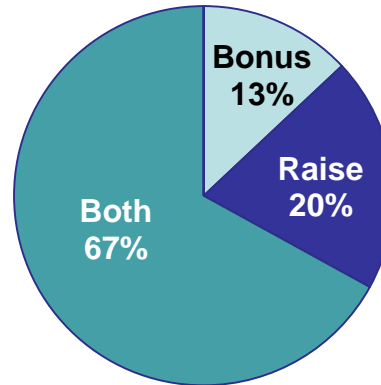


Did You Receive a Bonus and/or a Raise Last Year?

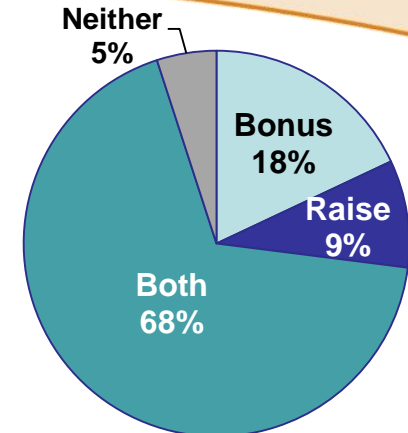
- Bonus
- Raise
- Both
- Neither



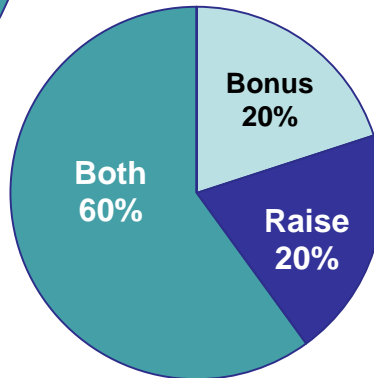
All Respondents



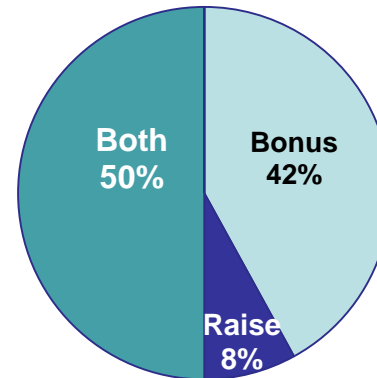
Director



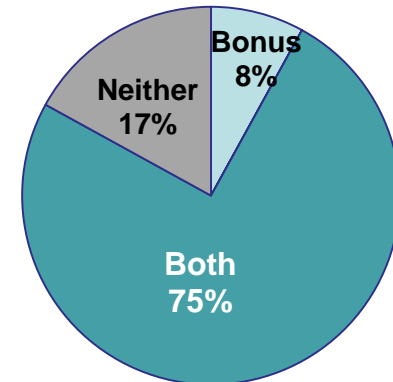
Manager



Sr. Coord./Spec.

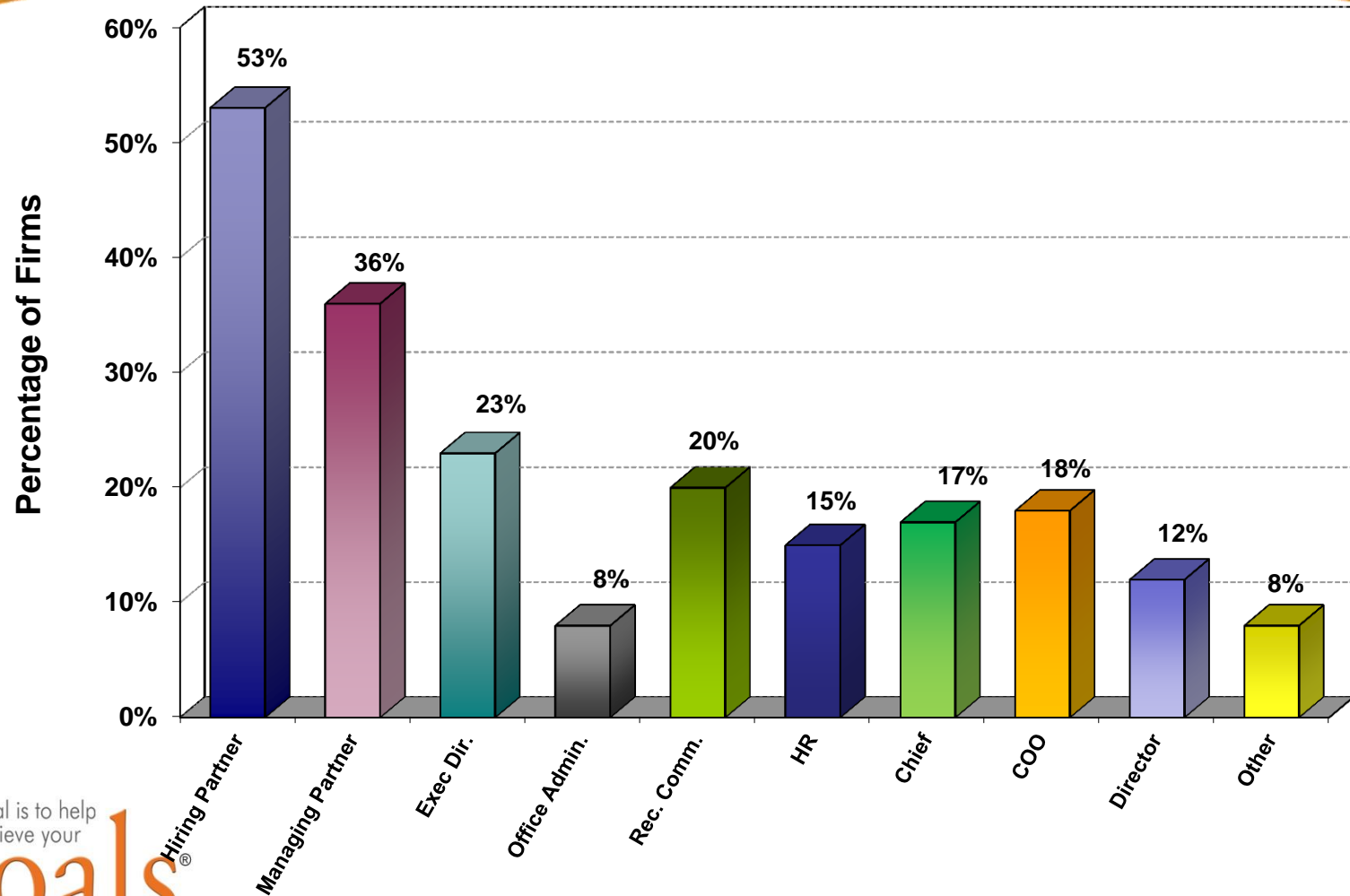


Coordinator

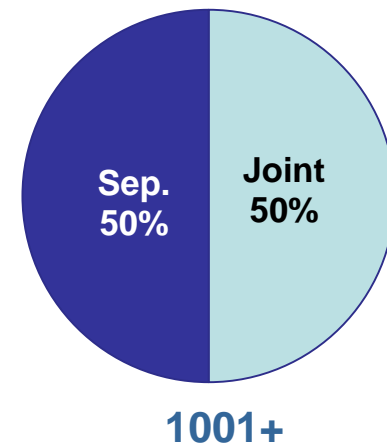
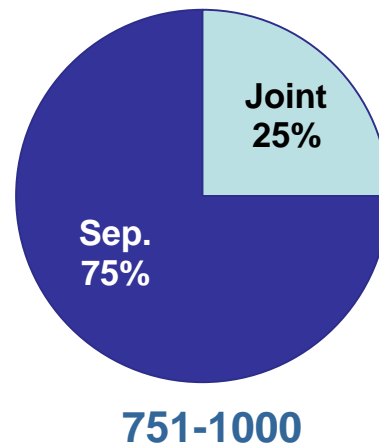
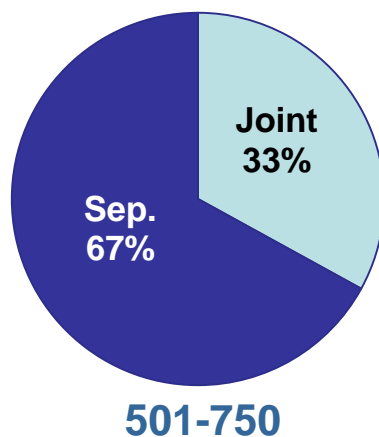
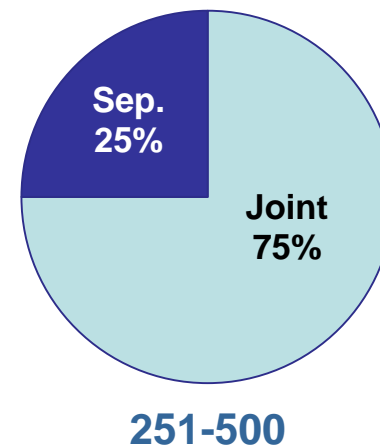
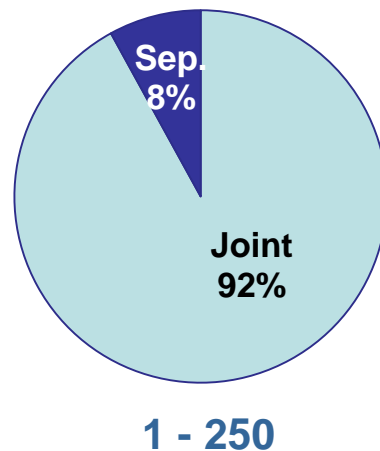
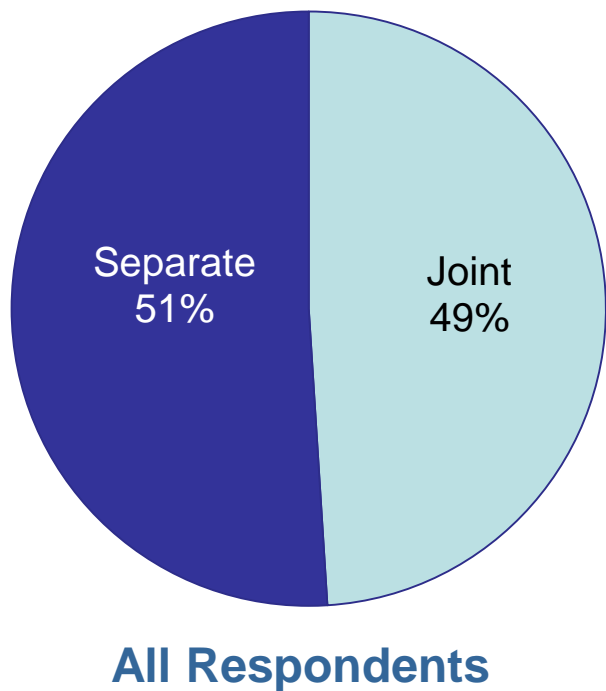


Assistant

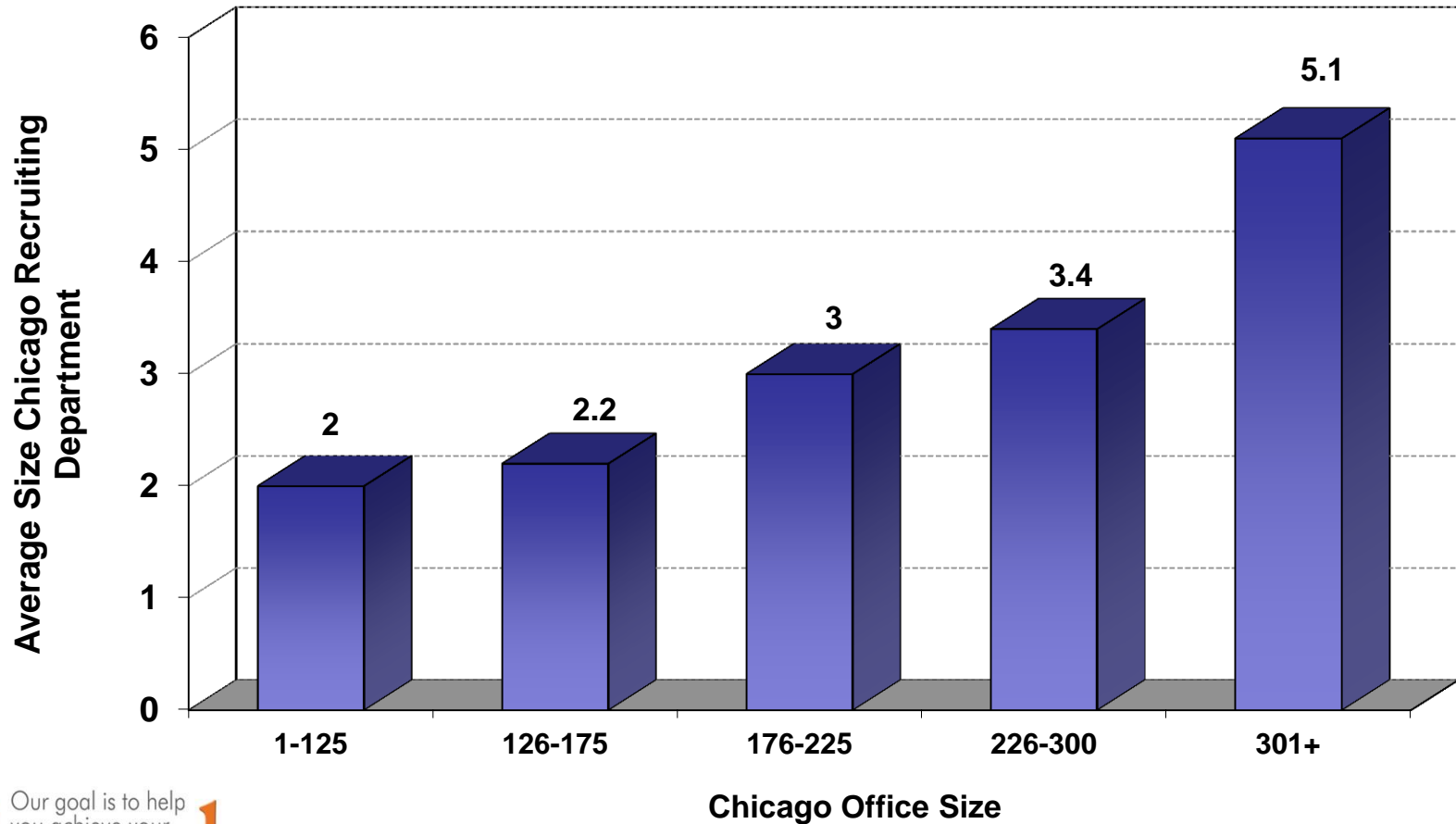
Reporting Structure: Who Does Recruiting Department Report To?



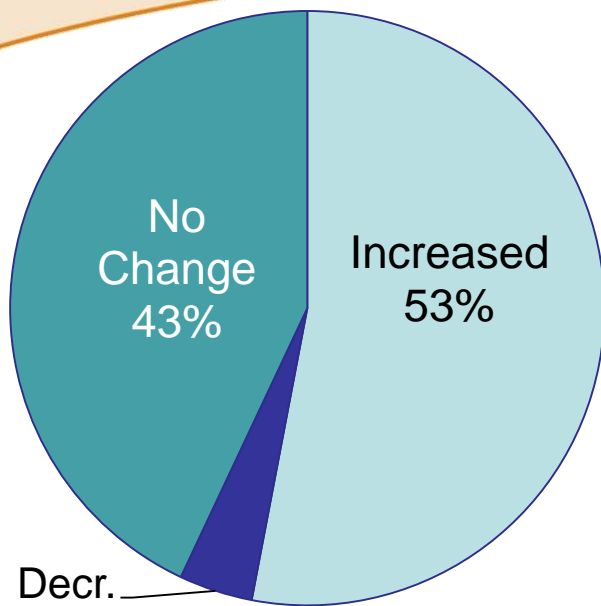
Are your Recruiting and PD Departments Separate or Joint?



Chicago Office Size vs. Size of Chicago Recruiting Department



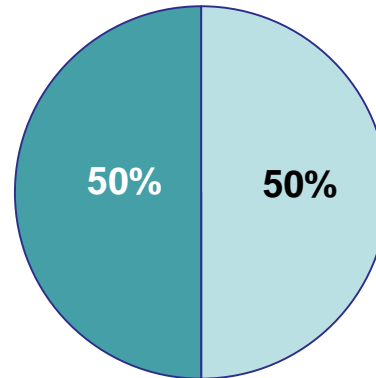
By Firm Size, has Your Department Increased in Size?



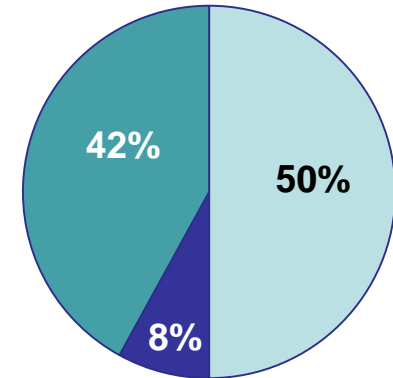
Decr. 4%
All Respondents

In 2013, 23% said their departments had increased in size over the past 2 years

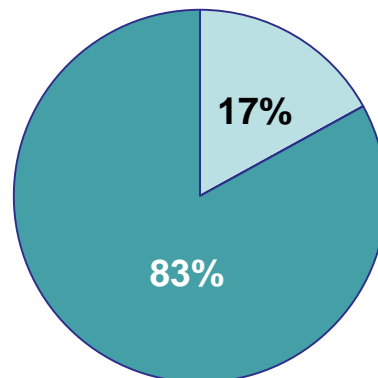
- Increased
- Decreased
- No Change



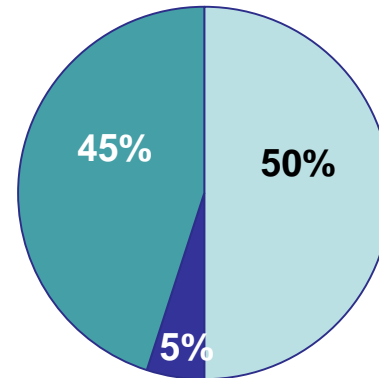
1-250



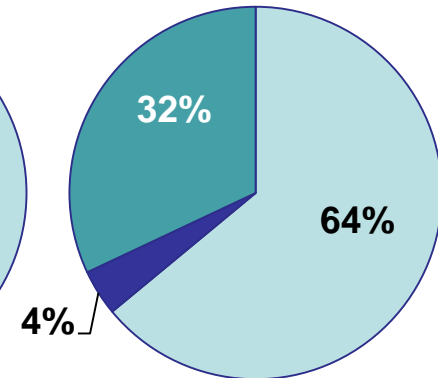
251-500



501-750

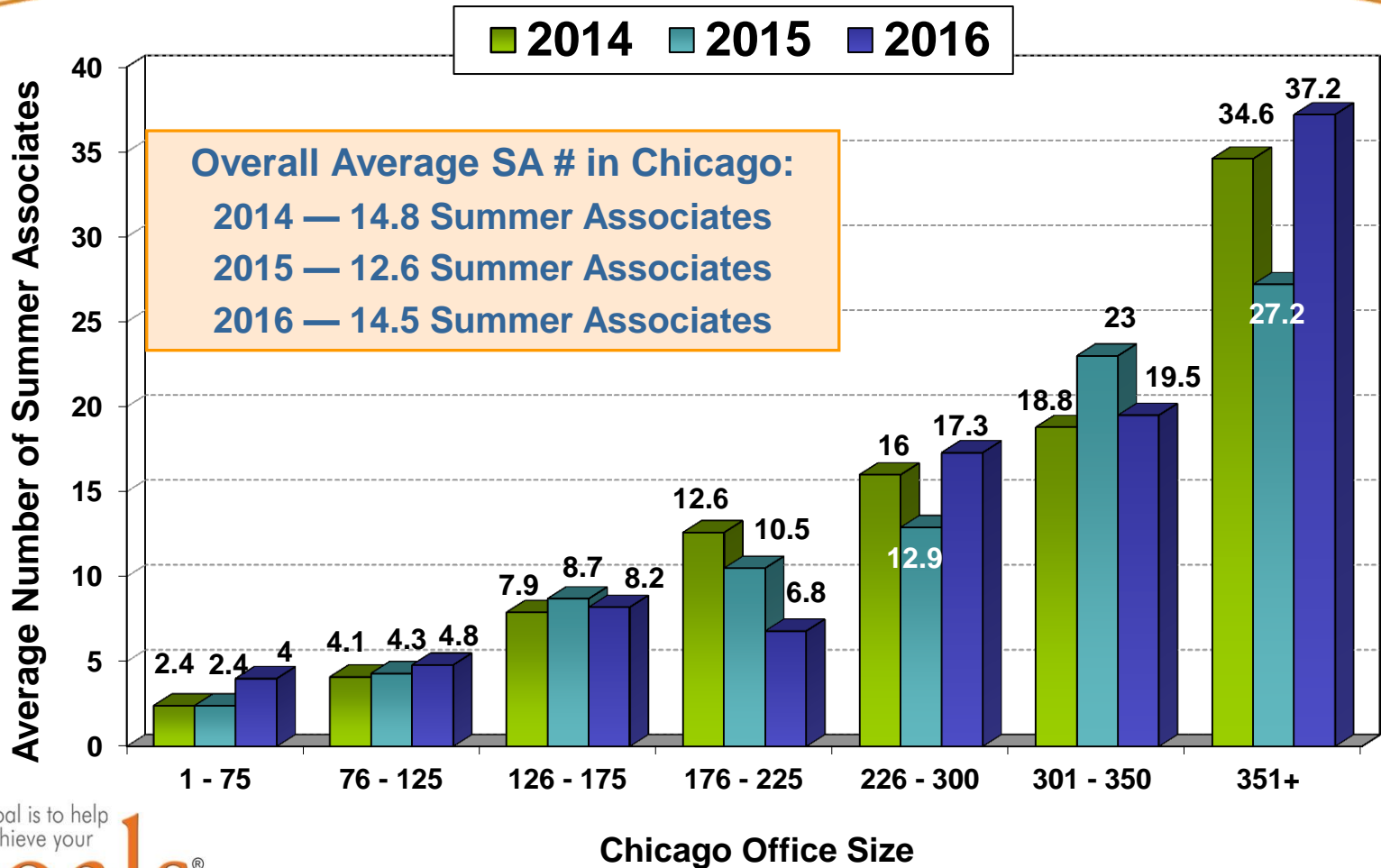


751-1000



1001+

Office Size vs. Size of Chicago Summer Associate Class



Benefits Received

- 85% of firms provide Flexible Spending
- 89% of you contribute to the cost of your medical plan
- 55% of firms offer Health Club memberships or discounts
- 60% of firms provide a PDA, smartphone, or cell phone
- 60% of firms provide a laptop computer
- 60% of you can receive transit discounts
- 63% of firms allow for periodic work from home
- 55% offer back-up Day Care
- 99% of firms offer a 401K; 56% have a 401K matching plan

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>
Director (14):	26 days	28 days	10 – 45
Manager (20):	24 days	22.5 days	15 – 32
Sr. Coord./Specialist (10):	24 days	24.5 days	10 – 35
Coordinators (11):	22 days	21 days	15 – 30
Assistants (9):	20 days	20 days	15 – 30

Average Maternity leave: 11.5 weeks

Interesting Results

- 96% of you received a bonus, a raise, or both in 2015
- 53% of respondents said their departments have increased in size over the last 2 years – compared to 23% in 2013 – and only 4% say their department size has decreased
- 40% have been promoted with a title change at their current firm in the last 3 years
- 57% of you attended the NALP Annual Education conference
- 24.5% of respondents have a graduate degree (JD or Masters)

36% of you have been with your current Firm for 6+ years

38% of you have joined legal recruiting in the last 3 years

55% have joined your current firm in the past 3 years

Average Salary, Bonus, & Raise by Office Size

Director

Average Salary = \$169,301

Average Bonus = \$18,231 Average Raise = 4.6%

Average Years of Legal Recruiting Exp. = 12

<u>Office Size:</u>	<u>1 - 175</u>	<u>176 - 300</u>
Avg. Salary:	\$164,100	\$168,073
Avg. Bonus:	\$12,500	\$20,000
Avg. Raise:	4.2%	4.6%

Average Salary, Bonus, & Raise by Office Size

Manager

Average Salary = \$99,684

Average Bonus = \$6,688 Average Raise = 3.6%

Average Years of Legal Recruiting Exp. = 10.8

<u>Office Size:</u>	<u>1 - 75</u>	<u>76 - 125</u>	<u>126 - 175</u>	<u>176 - 300</u>
Avg. Salary:	\$88,000	\$96,200	\$103,100	\$99,000
Avg. Bonus:	*	*	\$5,750	\$6,625
Avg. Raise:	3.2%	2.8%	4.4%	*

* Insufficient number of responses

Average Salary, Bonus, & Raise by Office Size

Senior Coordinator & Specialist**

Average salary = \$79,147

Average Bonus = \$3,543 Average Raise = 4.1%

Average Years of Legal Recruiting Exp. = 6.1

<u>Office Size:</u>	<u>76 - 175</u>	<u>176 - 400</u>
Avg. Salary:	\$74,394	\$82,315
Avg. Bonus:	*	\$3,260
Avg. Raise	2.8%	5%

* Insufficient number of responses

** A few Sr. Coord./Spec. received OT. This was added into base salary to be comparable to the majority of exempt (no OT) responses at this level

Average Salary, Bonus, & Raise by Office Size

OT Coordinator

Average salary = \$55,559

Average Bonus = \$3,543 Average Raise = 4.1%

*Average OT 2015: \$6,456 Average OT 2014: **

Average Years of Legal Recruiting Exp. = 3.7

<u>Office Size:</u>	<u>126 - 225</u>	<u>226 - 400</u>
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Avg. Salary:	\$51,320	\$59,092
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Avg. Bonus:	\$2,625	\$1,660
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Avg. Raise:	*	2.3%
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* Insufficient number of responses

** Insufficient number of responses
for Exempt Coord. level breakdown

Average Salary, Bonus, & Raise by Office Size

Assistant

Average salary = \$48,106

Average Bonus = \$1,517 Average Raise = 2.6%

Average OT 2015: \$3,886 Average OT 2014: *

Average Years of Legal Recruiting Exp. = 2.2

<u>Office Size:</u>	<u>76 - 225</u>	<u>351 - 700</u>
Avg. Salary:	\$48,095	\$48,117
Avg. Bonus:	\$1,358	*
Avg. Raise:	2.6%	2.6%

* Insufficient number of responses for office sizes 226-350 and some bonus data

CALPA Industry Survey 2016

Presented to CALPA

By Eva Wisnik

June 2016



Wisnik Career Enterprises, Inc.
www.wisnik.com
212.370.1010 • ewisnik@wisnik.com