

Philadelphia Recruiting & Professional Development Survey

Presented

By Eva Wisnik

April 6, 2016



Our goal is to help
you achieve your

goals

Wisnik Career Enterprises, Inc.
www.wisnik.com

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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 20 years, she has worked with over 100 law firms, including 74 of the AmLaw 100. Wisnik has placed more than 500 Recruiting and PD 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 over 35 salary and industry snapshot surveys for law firm professionals since 1998.

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

Wisnik Recruiting & PD Industry Findings

Who Responded?

Total of 53 legal professionals

Title:

- Director: 13
- Manager: 20
- Sr. Coord/Specialist/
Administrator: 6
- Coordinator: 12
- Assistant: 2

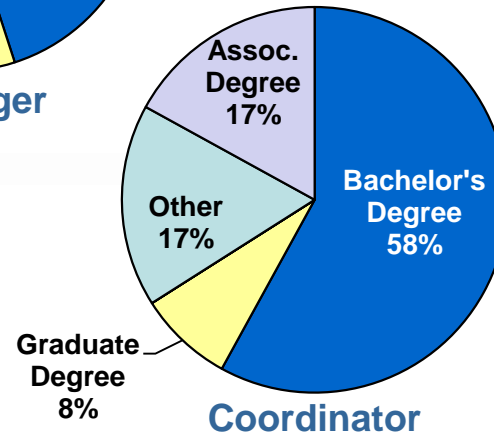
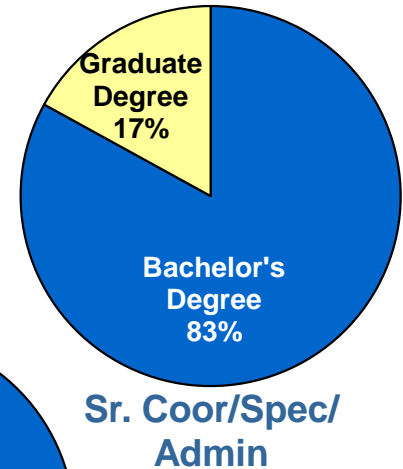
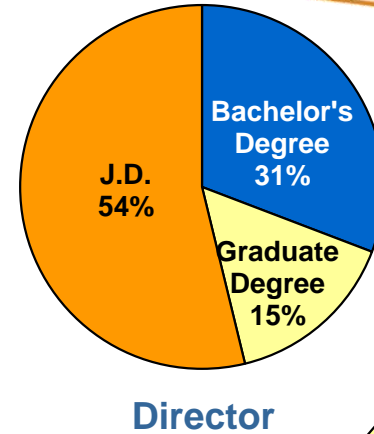
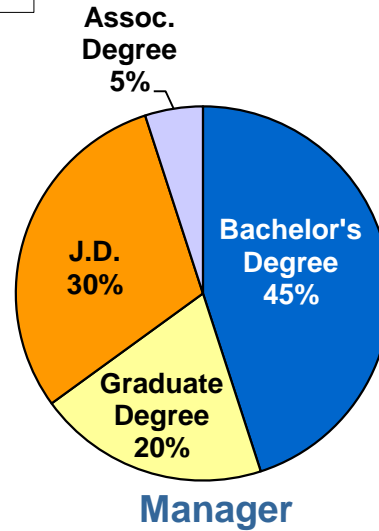
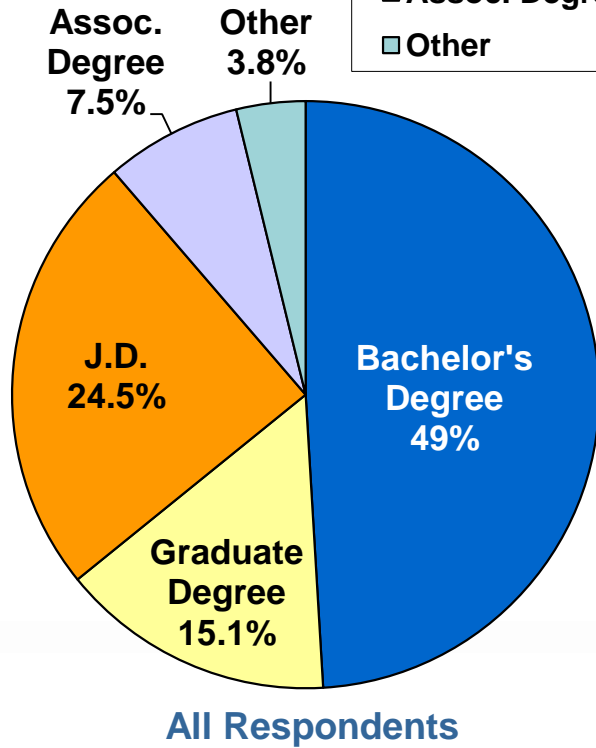
Department:

- Recruiting: 24
- PD: 5
- Combined: Recruiting
& PD and/or HR: 24

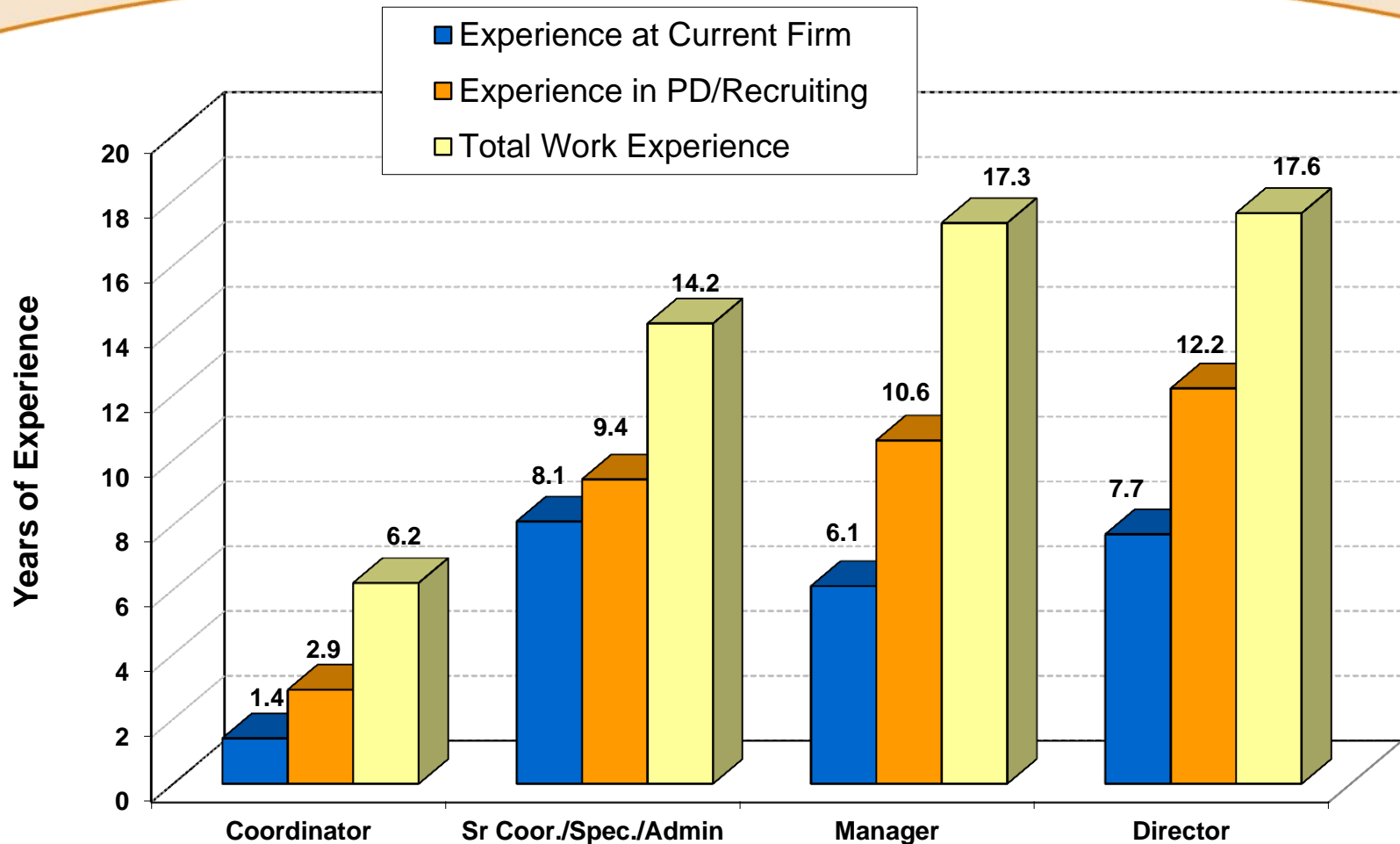
Office Size:

- 1-75: 3
- 76-125: 20
- 126-175: 7
- 176-225: 9
- 226-300: 12
- 301+: 2

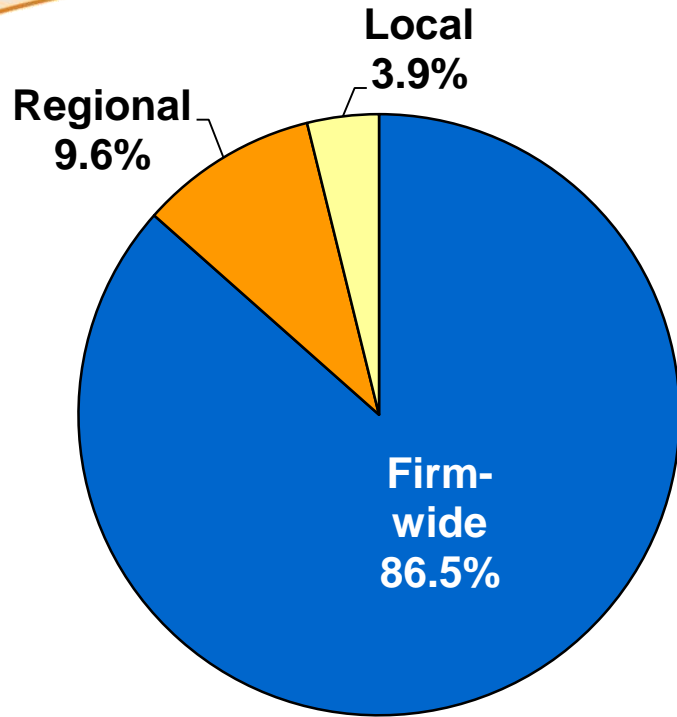
Respondents' Highest Level of Education by Title



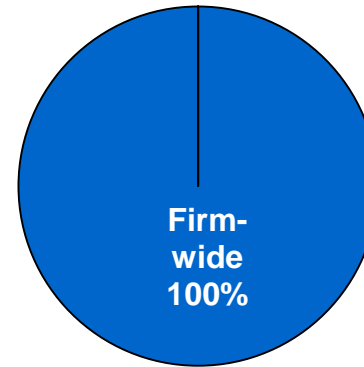
Average Years of Experience



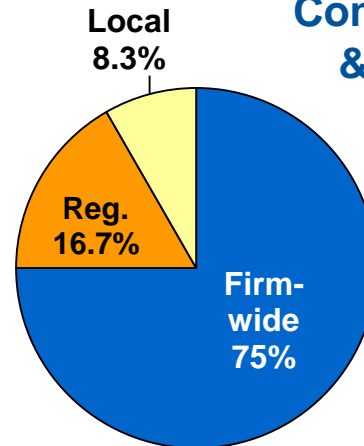
Is Your Position: Firm-Wide, Regional, or Local?



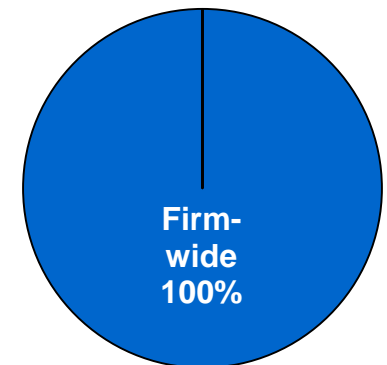
All Respondents



Combined Rec.
& PD Dept.



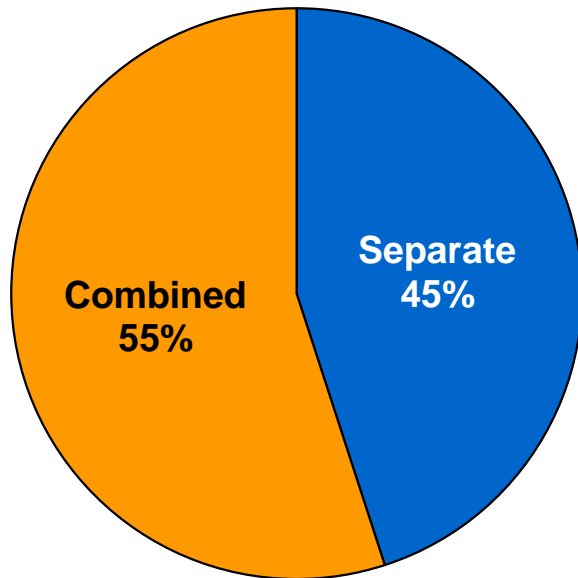
Recruiting Dept.



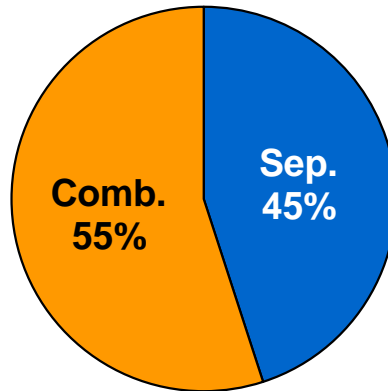
PD Dept.

Department Structure

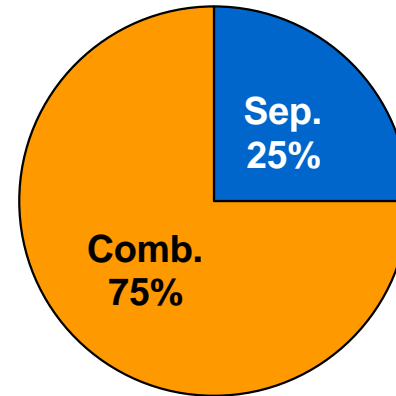
By Firm Size: Are Recruiting & PD Separate or Combined Departments?



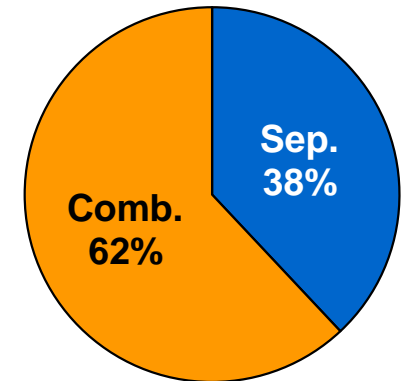
All Respondents



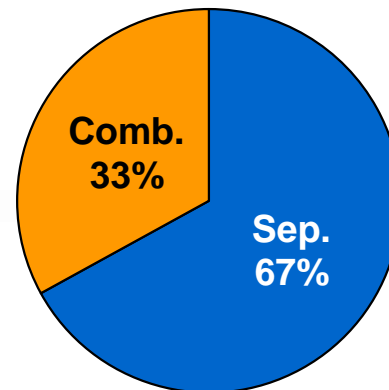
1-250



251-500



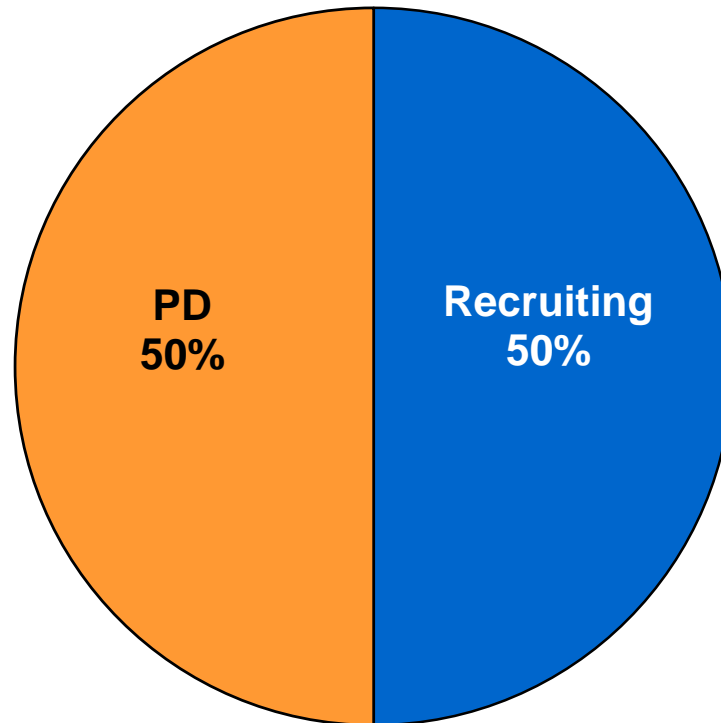
501-750



750+

Combined Rec/PD Dept: Time (%) Spent on Recruiting & PD

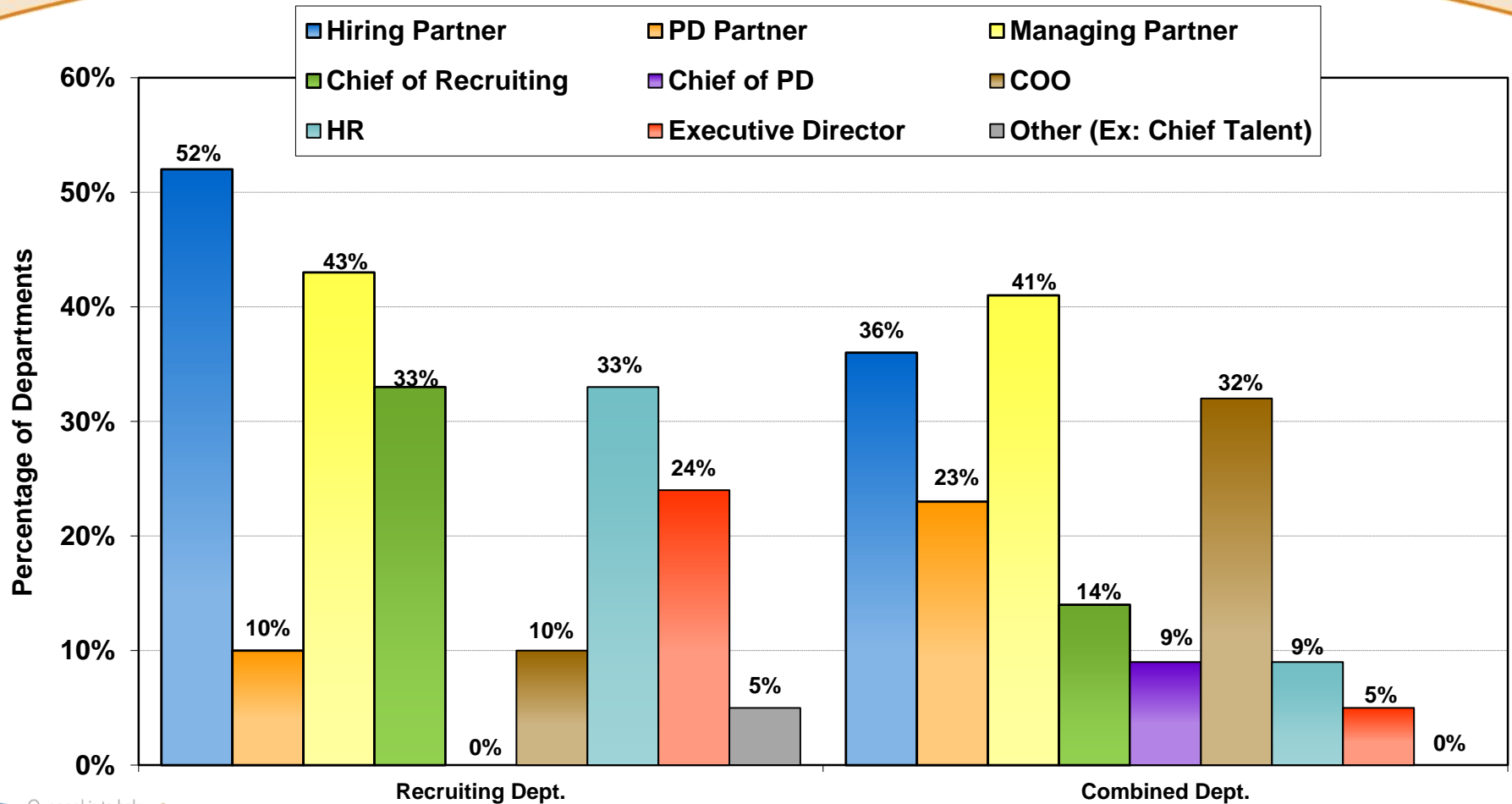
*How do members of Combined Recruiting
& PD Departments split their time?*



Separate Departments:

- *PD Dept: 100% PD*
- *Recruiting Dept: 96.5% Rec., 3.5% PD*

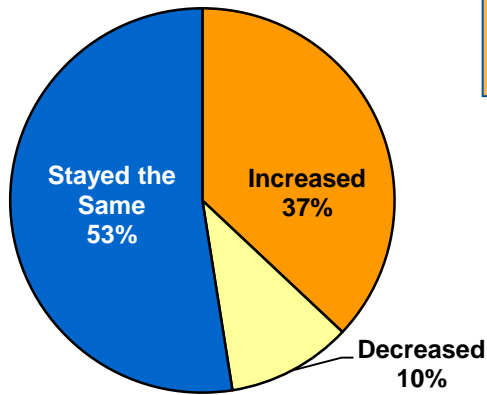
Reporting Structure: Who Do the Departments Report To?*



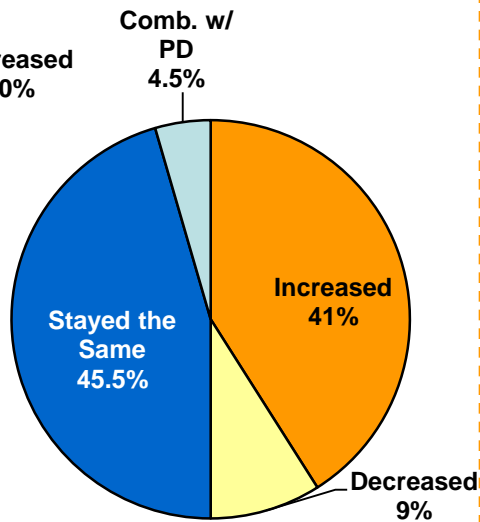
* Insufficient data to analyze PD Dept.

In the Past Year, Has Your Department...

Changed Size?

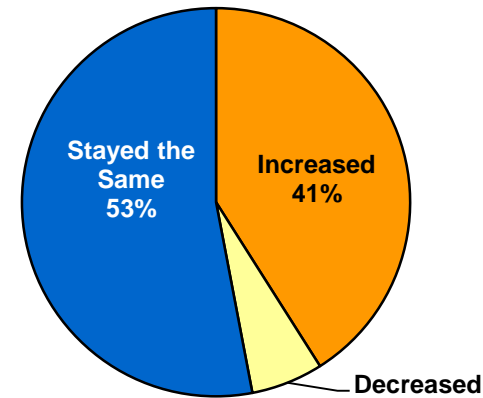


Combined Depts

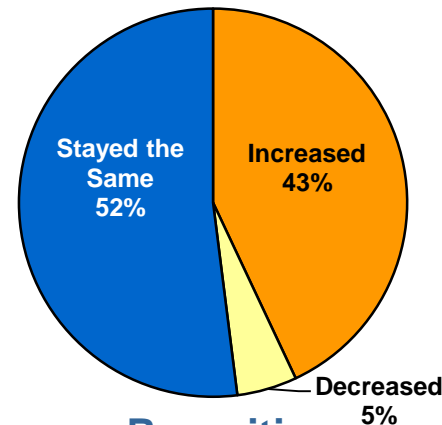


Recruiting

Budget Changed?



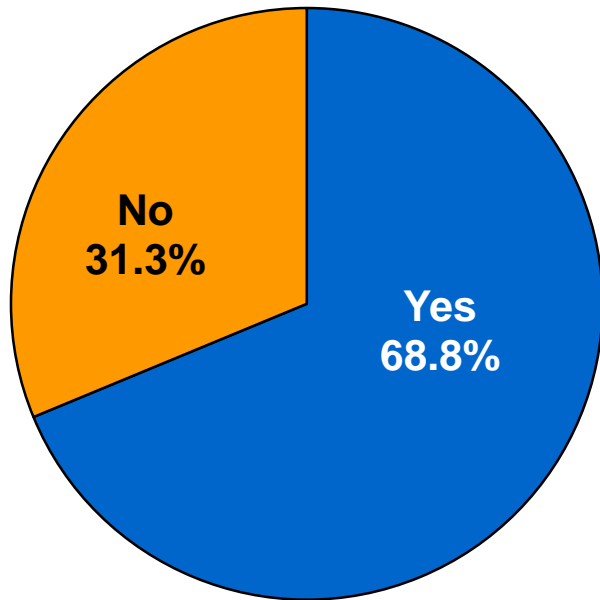
Combined Depts



Recruiting

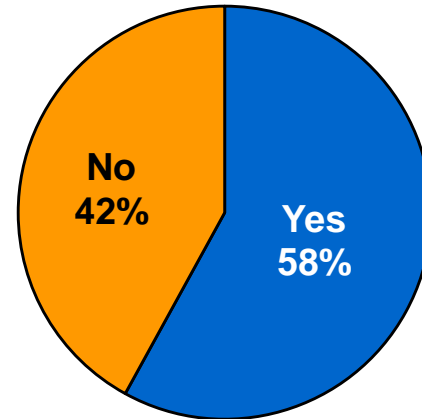
* Insufficient data for PD Dept. analysis

Is Your Department Adequately Staffed?

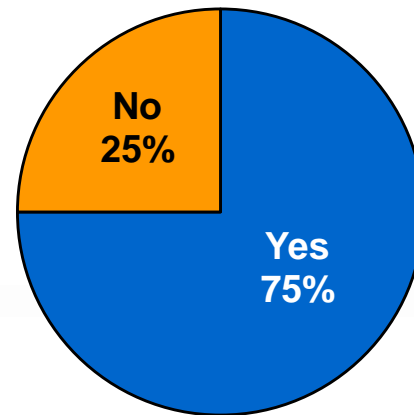


All Respondents

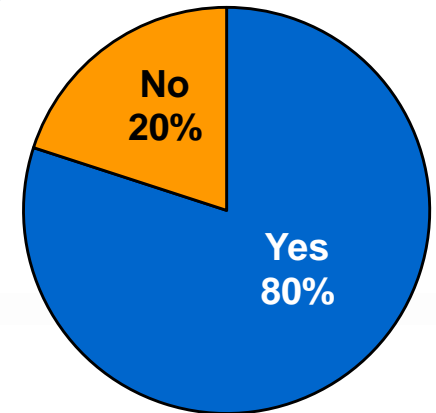
In 2014, 64.4% of respondents did NOT feel their department was adequately staffed.



Combined Depts

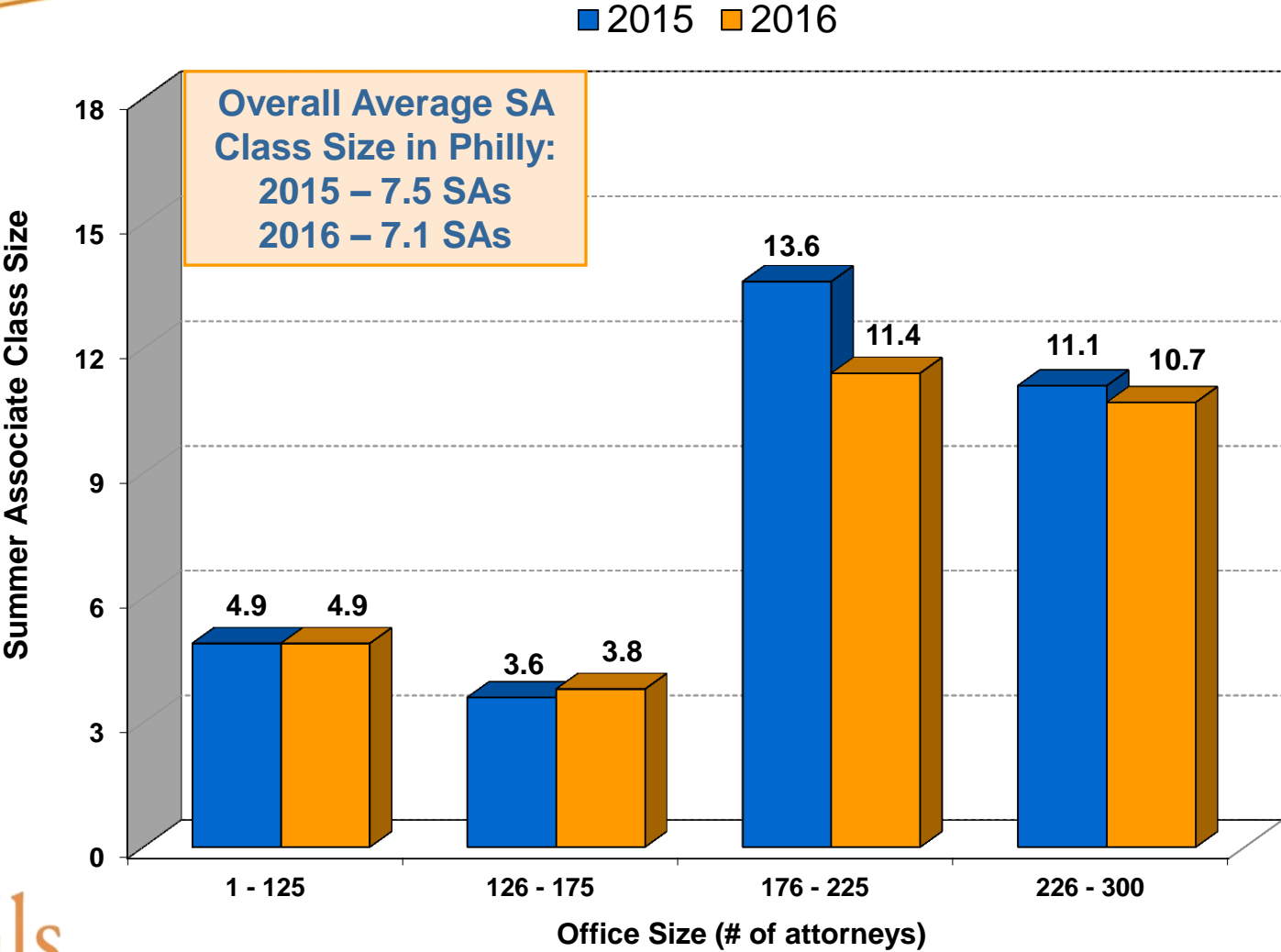


Recruiting



PD

Summer Associates by Office Size



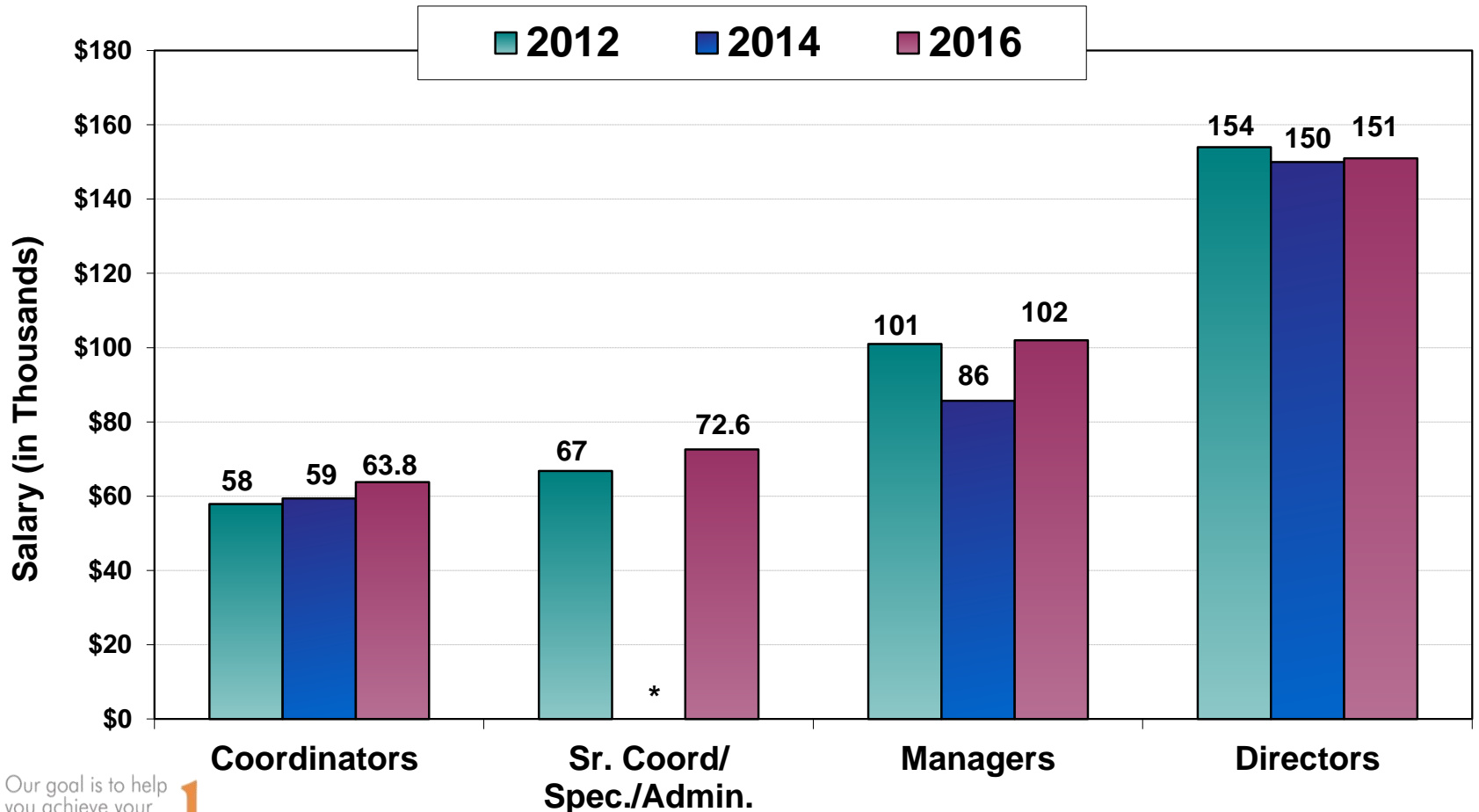
Salary

Overall Philly Average Salaries: By Title

<u>Title</u> (# responses)	<u>Ave. Salary</u>	<u>Median</u>	<u>Bonus</u>	<u>Raise</u>
Directors (12):	\$151,167	\$143,500	\$12,900	4.9%
Managers (17):	\$102,000	\$100,000	\$4,564	5.9%
Sr. Coord./Spec./ Analyst (6):	\$72,630	\$71,000	\$3,750	3.2%
Coordinators (10):	\$63,798	\$60,000	\$1,129	3.7%

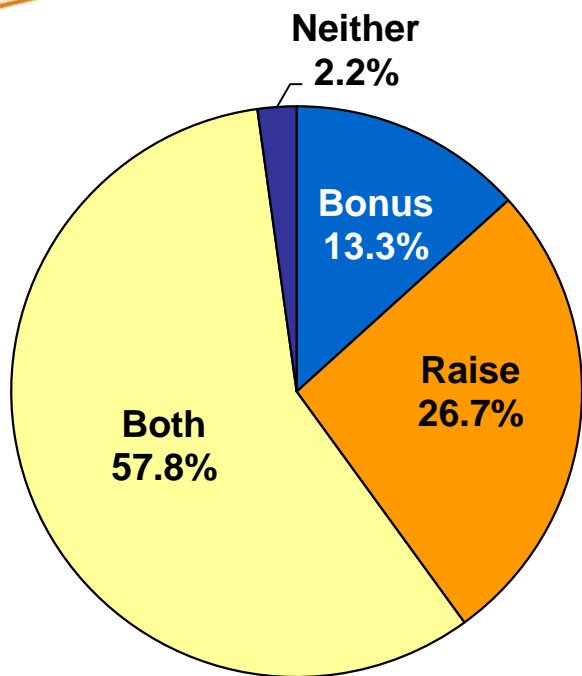
* Insufficient data to analyze
Assistant average salary

Salary Trends: 2012-2016

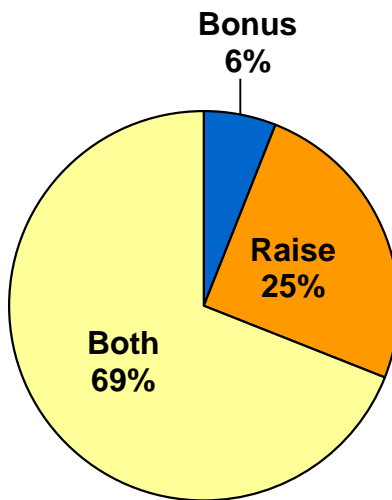


* Insufficient data

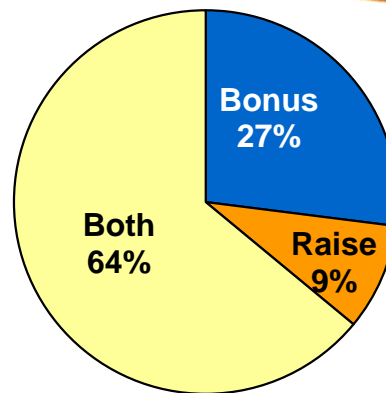
Did you receive a Bonus, Raise, or Both last year?



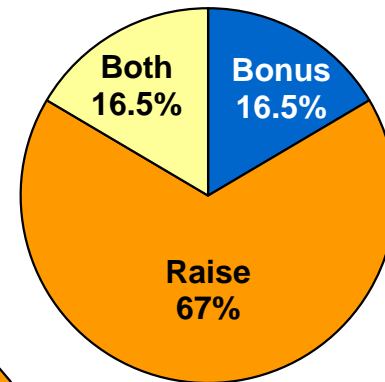
All Respondents



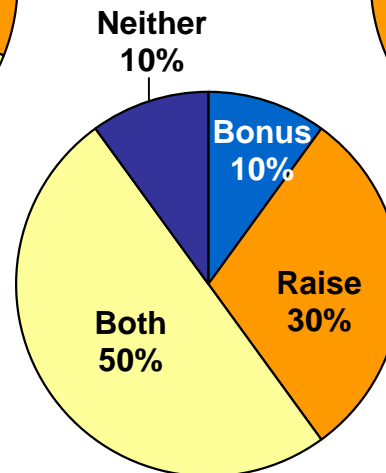
Managers



Directors

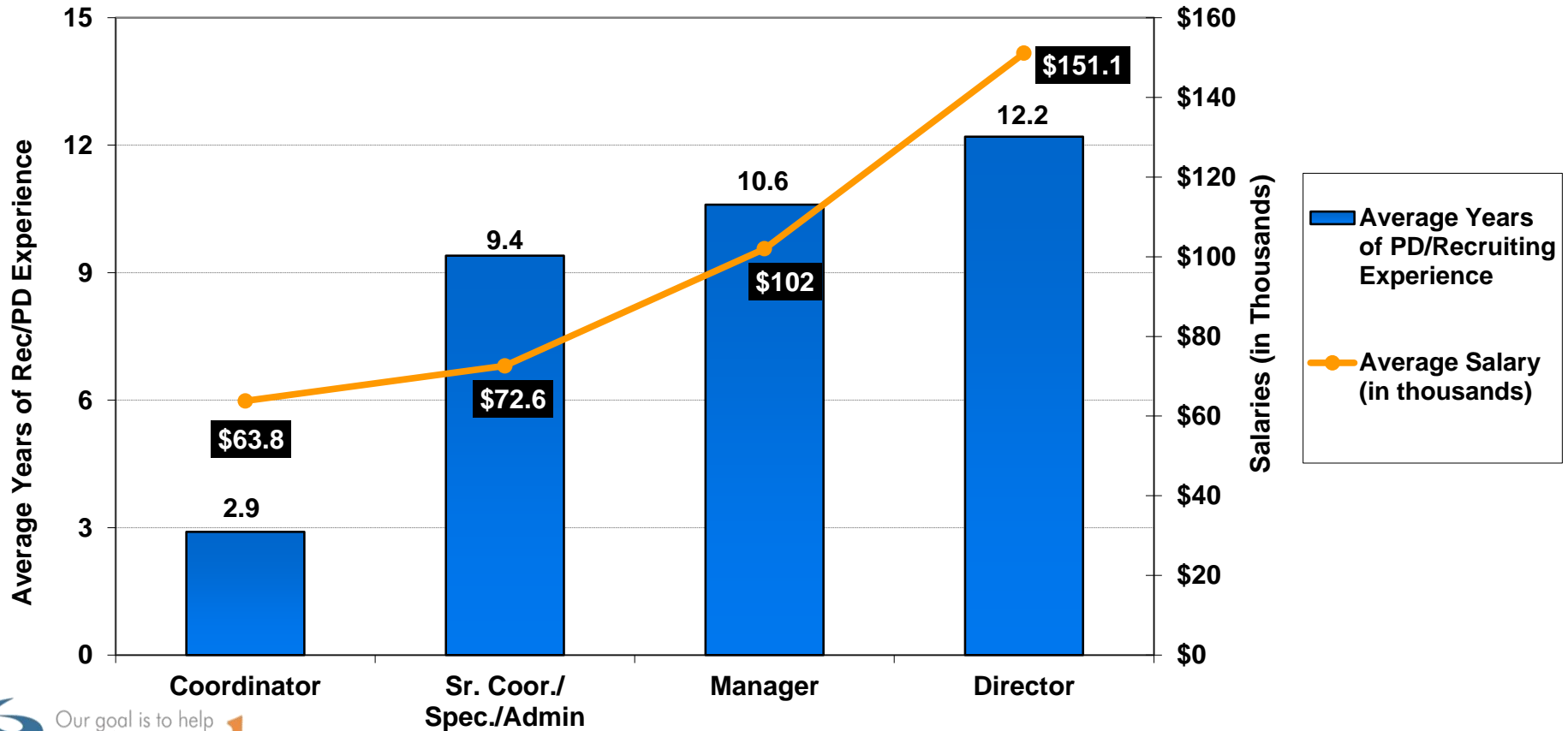


Sr Coord./
Spec./Admin

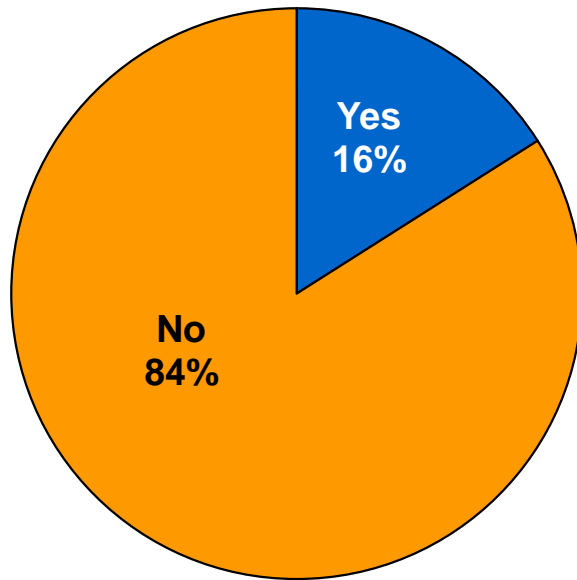


Coordinators

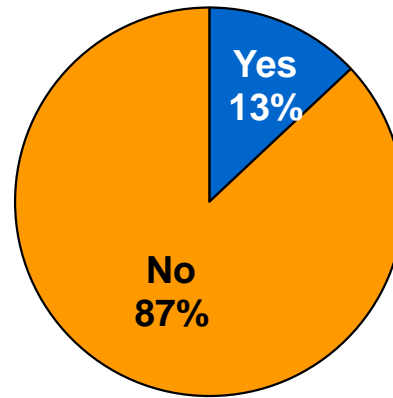
Average Salary vs. Years of Recruiting/PD Experience



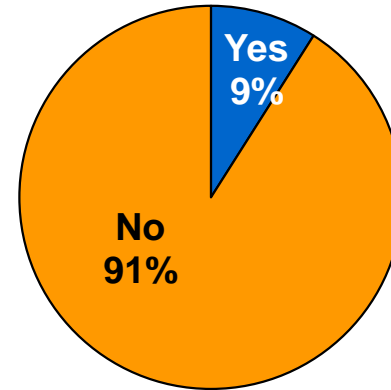
Have You Been Promoted with a Title Change in the Last 2 Years?



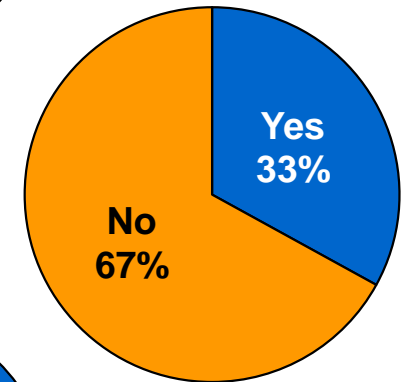
All Respondents



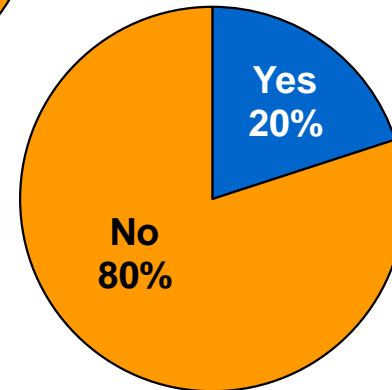
Managers



Directors

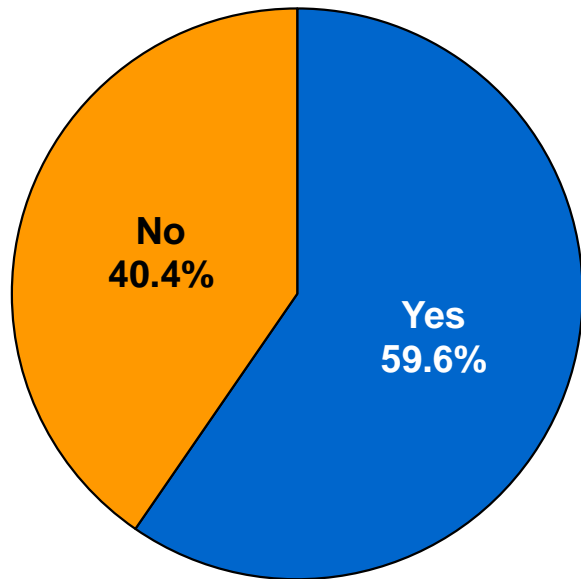


**Sr Coord./
Spec./Admin**

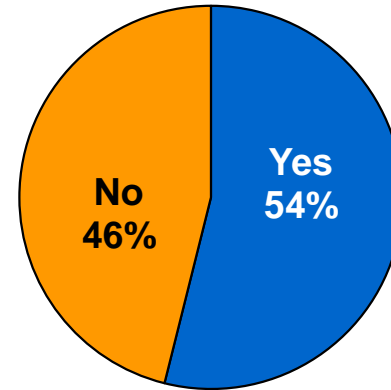


Coordinators

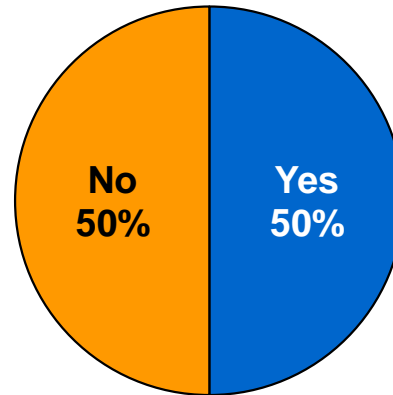
Are You Satisfied With Your Current Compensation?



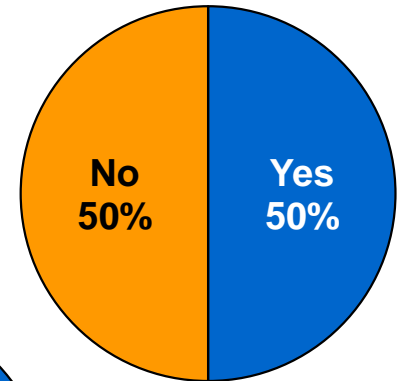
All Respondents



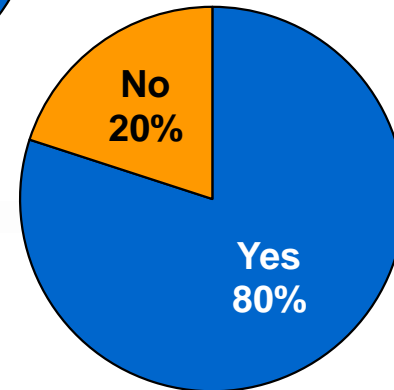
Directors



Managers



**Sr Coord./
Spec./Admin**

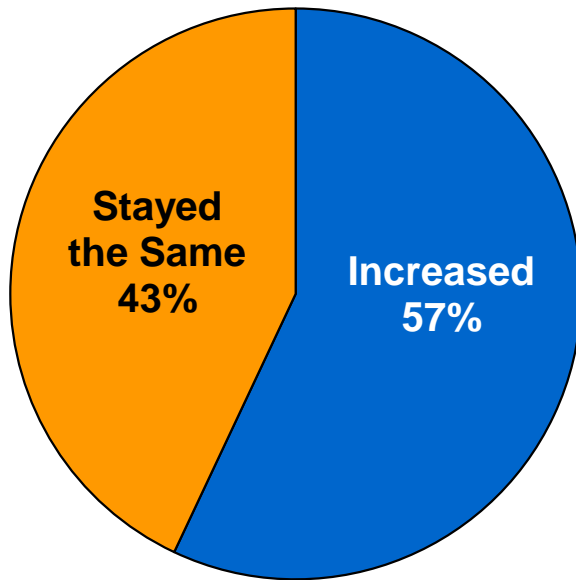


Coordinators

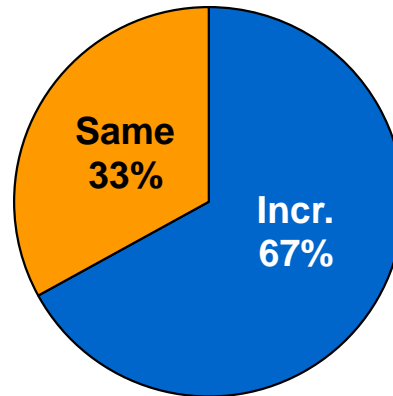
In 2014, only 49% of respondents were satisfied with their current compensation. The most significant change is at the Coordinator level; only 44% were satisfied in 2014.

Recruiting Responsibilities

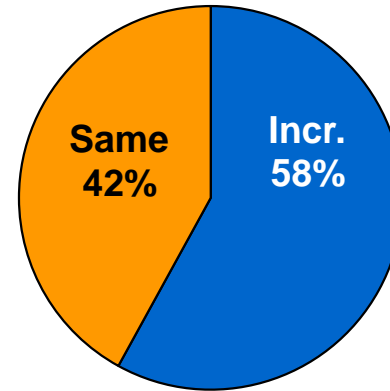
In the Past 12 Months, Have Your Recruiting Responsibilities:



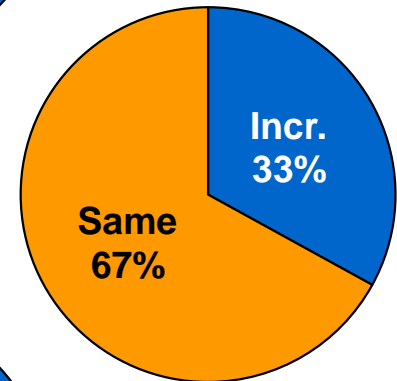
All Respondents



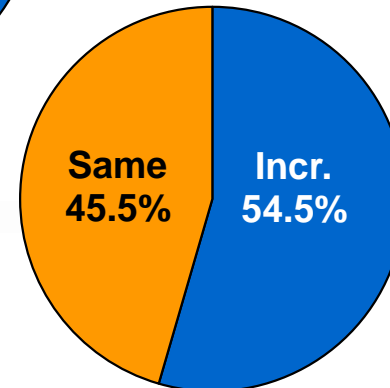
Managers



Directors

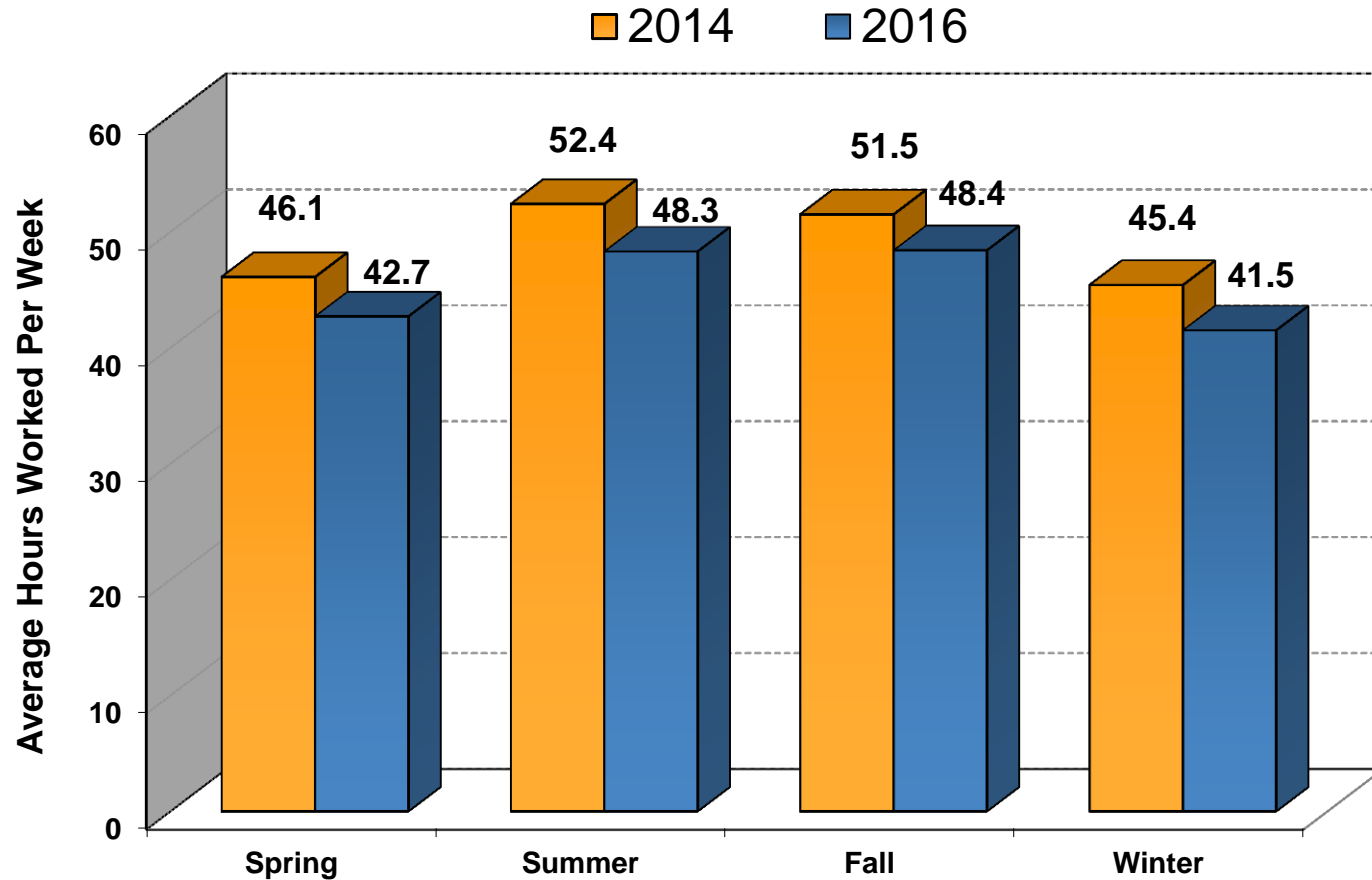


Sr Coor./
Spec./Admin

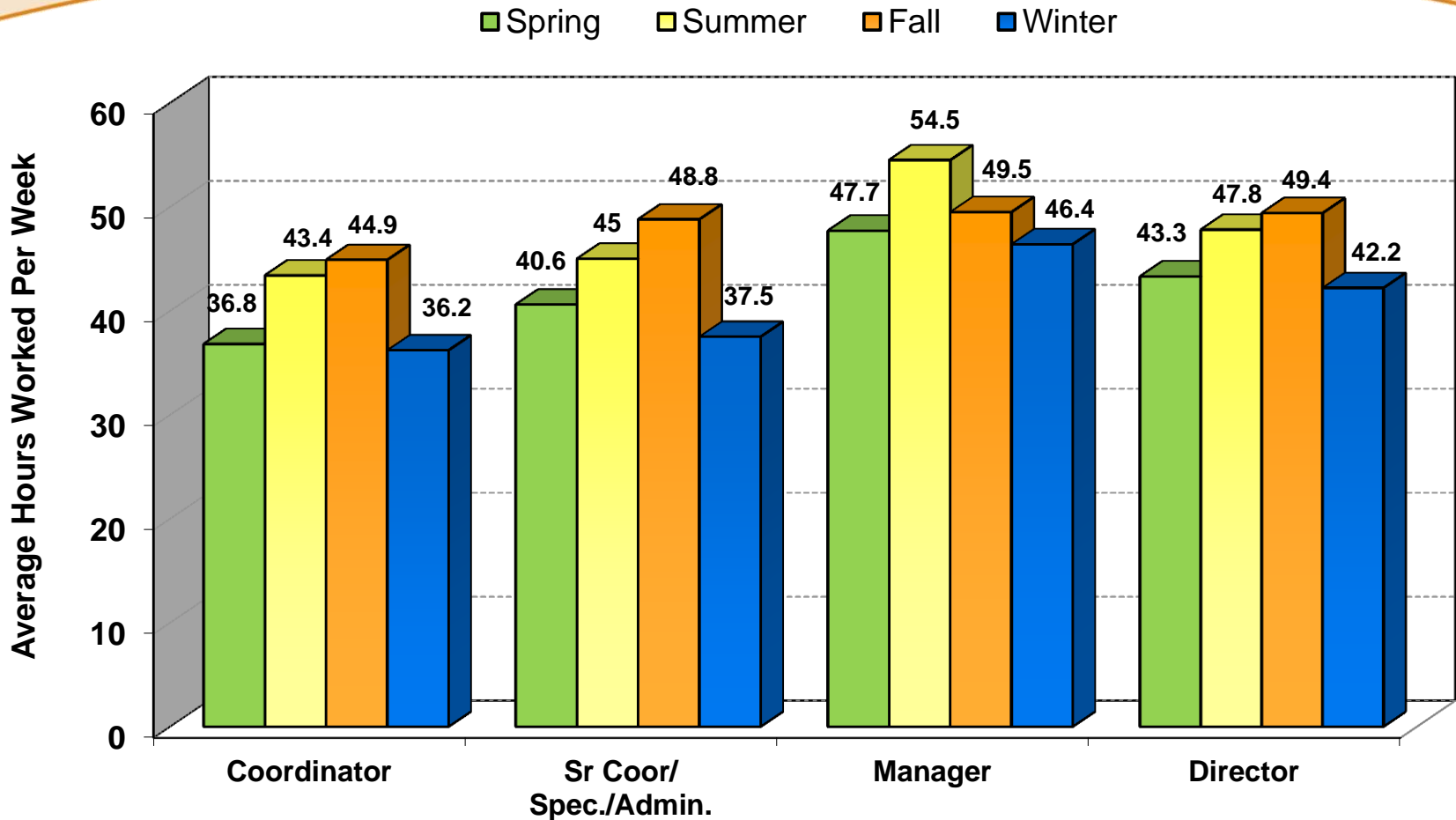


Coordinators

Philly: Average Hours Worked Per Recruiting Season



Philly: Average Hours Worked Per Recruiting Season By Title



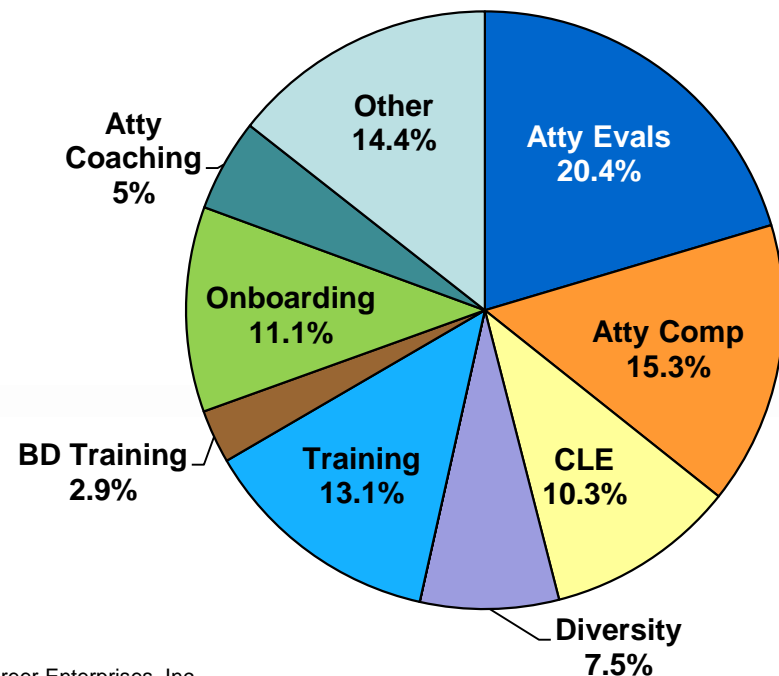
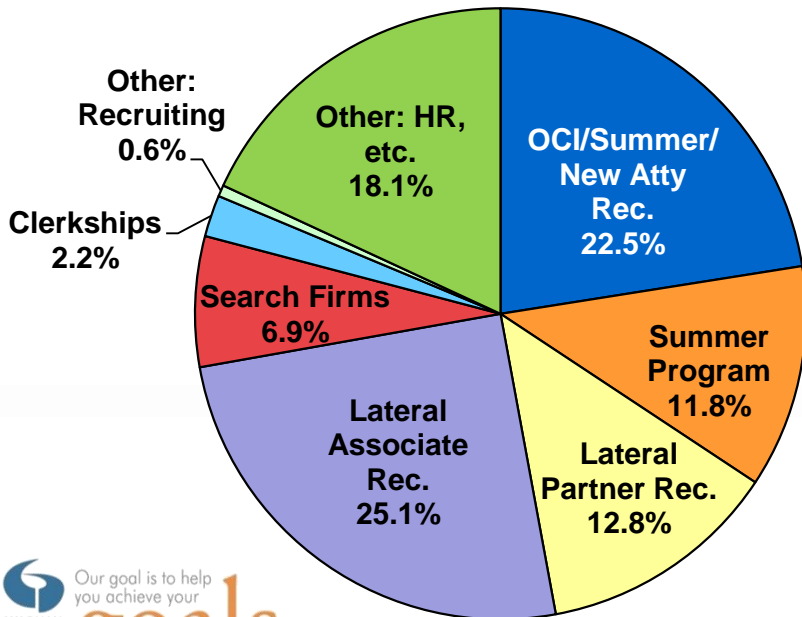
* Data analyzed from Recruiting Depts. and respondents in Combined Rec/PD Depts who provided seasonal data

Directors: Recruiting & PD Responsibilities

- 92% hold a seat on the Hiring/Recruiting Committee
- On average, supervise 4.2 people
- 100% have Firm-wide responsibilities
- 92% say they will be in this field in 3 years

Recruiting: Where do you spend your time?

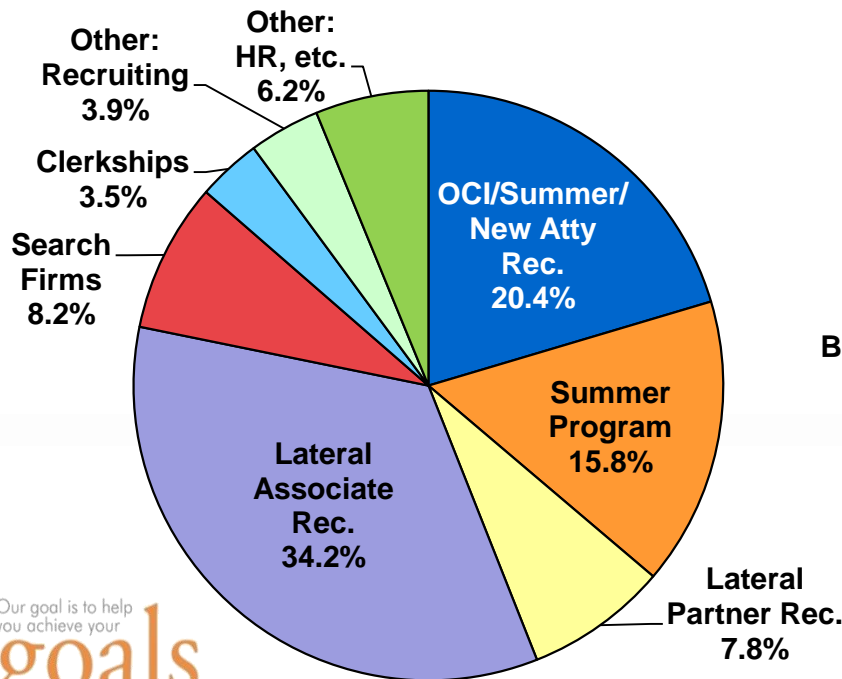
PD: Where do you spend your time?



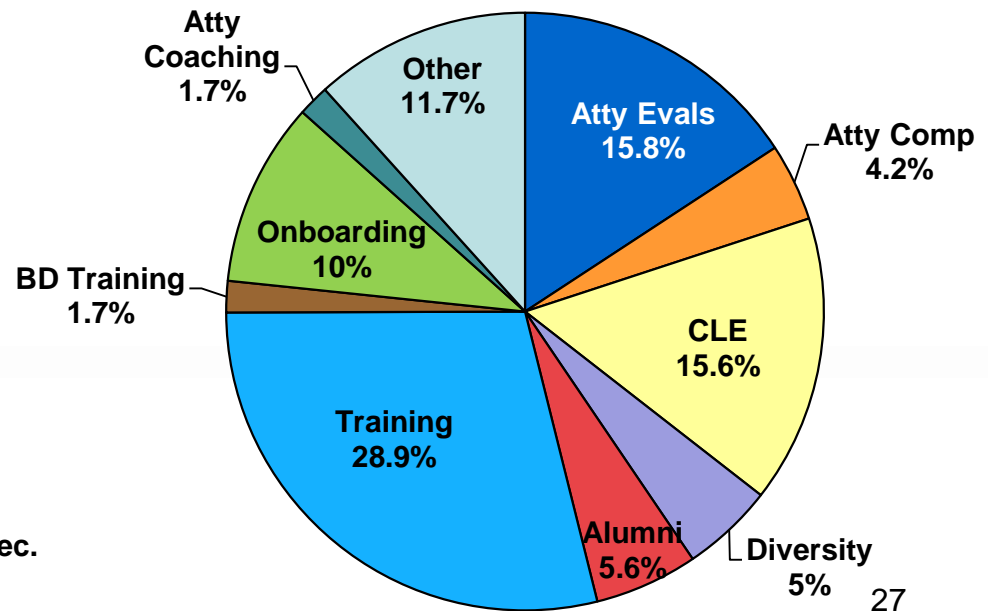
Managers: Recruiting & PD Responsibilities

- 58% hold a seat on the Hiring/Recruiting Committee
- On average, supervise 1.7 people
- 80% have Firm-wide responsibilities; 15% have Regional responsibilities; 5% have Local office (only) responsibilities
- 100% say they will be in this field in 3 years

Recruiting: Where do you spend your time?

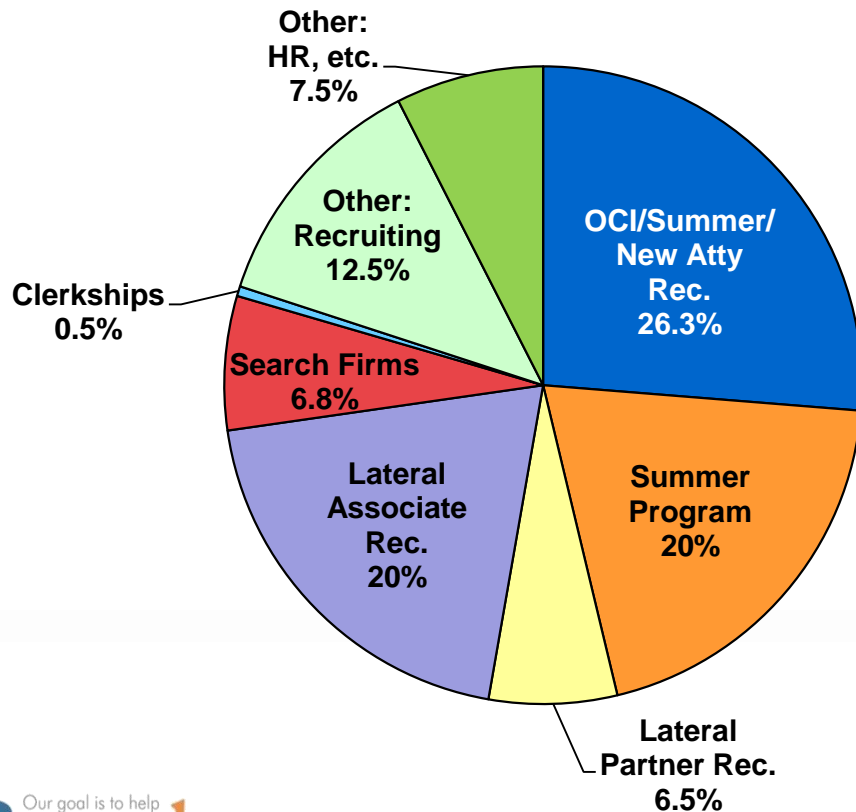


PD: Where do you spend your time?



Sr Coor./Spec./Administrators: Recruiting & PD Responsibilities

Where do you spend your time?



Sr. Coor./Spec./ Admin level statistics

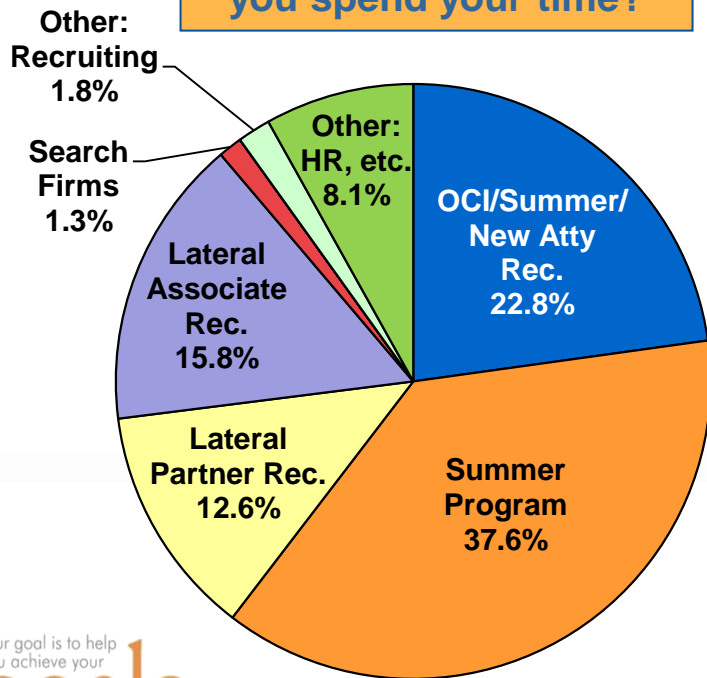
- 17% hold a seat on the Hiring/ Recruiting Committee
- 33% say their responsibilities increased over the last 12 months
- 83% have Firm-wide responsibilities; 17% have Regional responsibilities
- 100% say they will be in this field in 3 years

* Insufficient data for breakdown of PD responsibilities

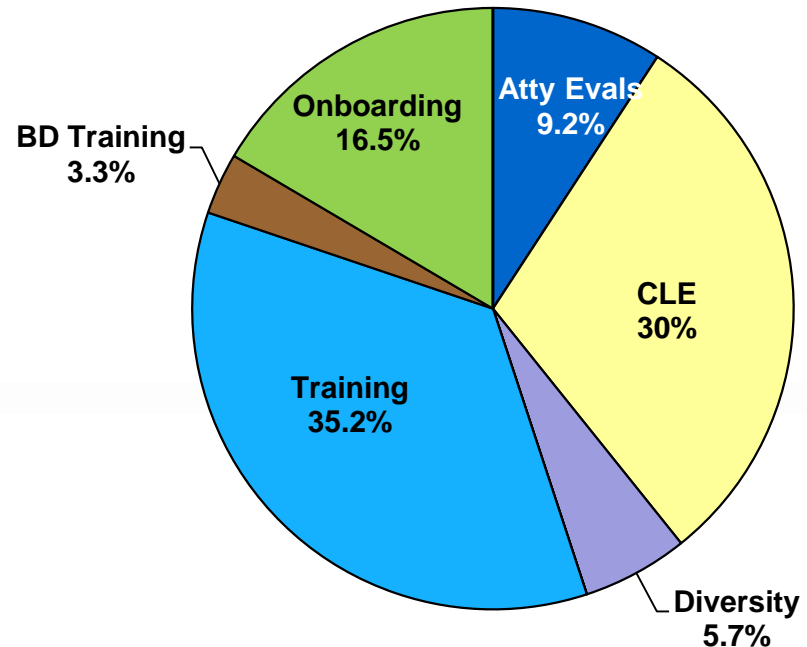
Coordinators: Recruiting & PD Responsibilities

- 36% attend the Hiring/Recruiting Committee Meetings
- 83% have Firm-wide responsibilities; 8.5% have Regional responsibilities; 8.5% have Local office (only) responsibilities
- 73% say they will be in this field in 3 years

Recruiting: Where do you spend your time?



PD: Where do you spend your time?



What Has Been Keeping the PD Department Busy Since January?

- Training
- Attorney Evaluations
- Attorney Compensation
- Onboarding & Orientation
- CLE Management
- Business Development Training
- Retreat Planning
- Attorney Departures

If You Had The Resources: What Would You Have Your Dept. Focus On?

- New training initiatives, including interviewer training
- Updating/using new technology systems to track candidates
- Better analysis of recruitment and retention data
- Attorney coaching
- Expanding diversity initiatives in recruiting
- Increased networking events to meet potential candidates
- Implementing a lateral integration program
- Revamping the associate evaluation process

Salary Breakdown

Philly Average Salary, Bonus, & Raise by Department and Firm Size

All Directors = 12
Average Salary = \$151,167
Bonus = \$12,900
Raise = 4.9%

<u>Department:</u>	<u>Combo. Rec/PD</u>	<u>Firm Size:</u>	<u>1-250</u>	<u>251-750</u>
Avg. Salary:	\$141,700	Avg. Salary:	\$115,000	\$150,300
Avg. Bonus:	\$14,667	Avg. Bonus:	\$6,833	\$10,700
Avg. Raise:	4.8%	Avg. Raise:	*	5.4%

* Insufficient data to provide separate PD or Rec Dept Director salary data, as well as Firm Size 750+ and Raise data for Firm Size 1-250

Philly Average Salary, Bonus, & Raise by Department and Firm Size

All Managers = 17
Average Salary = \$102,000
Bonus = \$5,464
Raise = 5.9%

<u>Department:</u>	<u>Combo. Rec/PD</u>	<u>Recruiting</u>	<u>Firm Size:</u>	<u>501-750</u>	<u>750+</u>
Avg. Salary:	\$95,911	\$112,257	Avg. Salary:	\$95,100	\$126,000
Avg. Bonus:	\$4,386	\$4,875	Avg. Bonus:	\$4,529	\$4,167
Avg. Raise:	5.1%	3.5%	Avg. Raise:	4.8	*

* Insufficient data to provide PD Dept Manager salary data, as well as for Firm Sizes 1-500 and Raise data for Firm Size 750+

Philly Average Salary, Bonus, & Raise by Firm Size

All Sr. Coord./Spec./Admins = 6
Average Salary = \$72,630
Bonus = \$3,750 Raise = 3.2%

Firm Size: 501-1000

Avg. Salary: \$66,195

Avg. Bonus: *

Avg. Raise: 3.3%

* Insufficient data to provide breakdown of salary data by Department Structure, as well as for Firm Sizes 1-500 and 1000+, and Bonus data for Firm Size 500-1000

Philly Average Salary, Bonus, & Raise by Department and Firm Size

All Coordinators = 10
Average Salary = \$63,798
Bonus = \$1,129 Raise = 3.7%
Average OT in 2015 = \$11,013

<u>Department:</u>	<u>Recruiting</u>	<u>Firm Size:</u>	<u>1-350</u>	<u>501-750</u>
Avg. Salary:	\$65,997	Avg. Salary:	\$62,666	\$55,996
Avg. Bonus:	\$300	Avg. Bonus:	*	\$1,044
Avg. Raise:	4.6%	Avg. Raise:	*	4.5%

* Insufficient data to provide Combined Dept. or PD Coordinator salary data, as well as Firm Size 350-500 and 750+, and Raise and Bonus data for Firm Size 1-350

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