2003 NEW YORK LAW FIRM RECRUITERS SALARY SURVEY RESULTS

Conducted by Wisnik Career Enterprises November 2003
* Not all participants completed all questions.

	<u>Assistants</u>	Coordinators	<u>Administrators</u>	<u>Managers</u>	<u>Directors</u>	<u>TOTALS</u>
Survey Participants	12	38	2	38	11	101
Percentage from Total Participation	11.9%	37.6%	2.0%	37.6%	10.9%	100%
Years in Current Position	_			_		
0-1 year	9	4 17		7 11	1 2	21 32
2-3 years 4-5 years	2	13	2	11	1	28
6-7 years	·	1	_	7	3	11
8-9 years		2		1		3
10-15 years 16-20 years		1		1	1 2	3 2
21+ years					1	1
Average Years in Current Position	1.2	3.7	4.5	3.9	9.1	4.1
Years of Experience in the Recruiting Field						
0-1 year	8	2			_	10
2-3 years 4-5 years	2	12 15	1	<u>3</u> 9	2	19 27
6-7 years	1	6	1	13	1	22
8-9 years	·	1		9	1	11
10-13 years		2		3	2	7
16-20 years 21+ years				1	1 3	1 4
					·	
Average Years of Experience in the Recruiting Field	1.7	4.6	5.5	7.1	12.0	6.0
Years of Overall TOTAL Work Experience						
0-1 year	4					4
2-3 years	4	7	1	1		9
4-5 years 6-7 years	1	11	1	2	2	13 16
8-9 years		6	1	8	-	14
10-15 years	2	6		21	3	32
16-20 years	1	2		<u> </u>	3 3	7
21+ years						5
Average Years of Overall TOTAL Work Experience	5.1	8.2	5.5	11.2	15.5	9.7
Since You Have Been With Your Firm, Have You Had a Promotion with a Title Change?						
Yes	1	21	2	16	6	46
No	11	17	0	22	5	55
Percentage of Those With Title Changes	8%	55%	100%	42%	55%	46%
Percentage of Those Without Title Changes	92%	45%	0%	58%	45%	54%
	92% Assistants	45% Coordinators	0% Administrators	58% <u>Managers</u>	45% <u>Directors</u>	54% TOTALS
Percentage of Those Without Title Changes Highest Degree of Education J.D.						
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters	Assistants 1 1	<u>Coordinators</u>	Administrators	Managers 8 7	Directors 3 2	12 13
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree	Assistants 1	Coordinators 3 29		Managers 8 7 22	<u>Directors</u>	12 13 68
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree	Assistants 1 1 9	Coordinators 3 29 2	Administrators	Managers 8 7	Directors 3 2	12 13 68 3
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Some College High School	Assistants 1 1	Coordinators 3 29	Administrators	Managers 8 7 22	Directors 3 2	12 13 68
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Some College	Assistants 1 1 9	Coordinators 3 29 2	Administrators	Managers 8 7 22	Directors 3 2	12 13 68 3
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Some College High School	Assistants 1 1 9	Coordinators 3 29 2 3	Administrators	Managers 8 7 22	Directors 3 2	12 13 68 3 4
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice?	Assistants 1 1 9	Coordinators 3 29 2 3	Administrators	Managers	Directors 3 2	12 13 68 3 4 0
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years	Assistants 1 1 9	Coordinators 3 29 2 3	Administrators	Managers 8 7 22 1	Directors 3 2	12 13 68 3 4 0 1
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years	Assistants 1 1 9	Coordinators 3 29 2 3	Administrators	Managers	Directors 3 2 6	12 13 68 3 4 0 0 1 1 3 3 3 3 2 2
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years	Assistants 1 1 9	Coordinators 3 29 2 3	Administrators	Managers 8 7 22 1	3 2 6	12 13 68 3 4 0 1
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years	Assistants 1 1 9 1	29 2 3 1	Administrators 2	8 7 22 1 1 3 2 2 1 1 1 1	Directors 3 2 6	12 13 68 3 4 0 1
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years	Assistants 1 1 9	Coordinators 3 29 2 3	Administrators	Managers 8 7 22 1 3 2 1	3 2 6	12 13 68 3 4 0 0 1 1 3 3 3 3 2 2
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced As of January 1, 2003	Assistants 1 1 9 1	29 2 3 1	Administrators 2	8 7 22 1 1 3 2 2 1 1 1 1	Directors 3 2 6	12 13 68 3 4 0 1
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced	Assistants 1 1 9 1	29 2 3 1	Administrators 2	8 7 22 1 1 3 2 2 1 1 1 1	Directors 3 2 6	12 13 68 3 4 0 1
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree Gome College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced As of January 1, 2003 Number of Attorneys in Your Office 1 to 75 76 to 125	Assistants 1 1 9 1 0	Coordinators 3 29 2 3 1 1 0 0	Administrators 2	Managers 8 7 22 1 1 3 3 2 1 1 3.5	1 1 1 5.5 1 1 3	12 13 68 3 4 0 1 1 1 3 3 3 2 2 4.1
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced As of January 1, 2003 Number of Attorneys in Your Office 1 to 75 76 to 125 126 to 175	Assistants 1 1 9 1 1 0 2	Coordinators 3 29 2 3 1 1 0 0	Administrators 2	8 7 22 1 1 3 3 2 1 1 1 3.5 7 6 6 6 6	Directors 3 2 6 6 1 1 5.5	12 13 68 3 4 0 1 1 3 3 2 2 4.1
Highest Degree of Education J.D. Graduate Degree—M.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced As of January 1, 2003 Number of Attorneys in Your Office 1 to 75 76 to 125 126 to 175 176 to 225	Assistants 1 1 9 0 0 2	Coordinators 3 29 2 3 1 1 0 0 5 8 5 5 5	Administrators 2	Managers 8 7 22 1 1 3 2 1 1 7 6 6 4	1 1 1 5.5 1 1 3	12 13 68 3 4 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced As of January 1, 2003 Number of Attorneys in Your Office 1 to 75 76 to 125 126 to 175	Assistants 1 1 9 1 1 0 2	Coordinators 3 29 2 3 1 1 0 0	Administrators 2	8 7 22 1 1 3 3 2 1 1 1 3.5 7 6 6 6 6	1 1 1 5.5 1 1 3	12 13 68 3 4 0 1 1 3 3 2 2 4.1
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced As of January 1, 2003 Number of Attorneys in Your Office 1 to 75 76 to 125 126 to 175 176 to 225 226 to 300 301 to 350 351 to 400	Assistants 1 1 9 1 1 0 0 2 1 1 1 1 3 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Coordinators 3 29 2 3 1 1 0 0 5 8 5 5 4 2 2 2	Administrators 2	Managers 8 7 22 1 1 3 2 1 3 2 1 1 5 6 6 6 4 5 3 2	1 1 1 5.5 1 1 3	12 13 68 3 4 0 1 1 3 3 3 2 2 2 4.1 15 17 17 10 11 8 5 5
Highest Degree of Education J.D. Graduate DegreeM.B.A./Masters Bachelor's Degree Associate's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced As of January 1, 2003 Number of Attorneys in Your Office 1 to 75 76 to 125 126 to 175 176 to 225 226 to 300 301 to 350 351 to 400 401 to 500	Assistants 1 1 9 1 1 2 2 1 1 1 1 3	Coordinators 3 29 2 3 1 1 0 0 5 8 5 8 5 5 4 2 2 3 3	Administrators 2 0 1	Managers 8 7 22 1 1 3 3 2 1 1 1 3.5	Directors 3 2 6 6 1 1 1 5.5	12 13 68 3 4 0 11 11 15 17 10 11 8 5 9
Highest Degree of Education J.D. Graduate Degree—M.B.A./Masters Bachelor's Degree Associate's Degree Some College High School Other If you have a JD, how many years did you practice? 1-2 years 3-4 years 5-6 years 7-8 years 10+ years Average Number of Years Practiced As of January 1, 2003 Number of Attorneys in Your Office 1 to 75 76 to 125 126 to 175 176 to 225 226 to 300 301 to 350 351 to 400	Assistants 1 1 9 1 1 0 0 2 1 1 1 1 3 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Coordinators 3 29 2 3 1 1 0 0 5 8 5 5 4 2 2 2	Administrators 2	Managers 8 7 22 1 1 3 2 1 3 2 1 1 5 6 6 6 4 5 3 2	1 1 1 5.5 1 1 3	12 13 68 3 4 0 1 1 3 3 3 2 2 2 4.1 15 17 17 10 11 8 5 5

Number of Attorneys Firm-Wide		<u>Managers</u>	<u>Directors</u>	TOTALS
Table 175				0
128 to 175		2	2	0 4
176 to 225		2	3	3
1 1 2 3000		2	2	7
351 to 400 401 to 500 9		_	1	2
4 4 500 500 4 4 500 5 24		1		4
South 9 24				0
Average Number of Attorneys Firm-Wide	_	3		7
Number of 2003 Summer Associates	2	30	3	68
10 25	500	455	256	434
28 to 50				
Sto 175	1	26	9	65
Total		9		16
Average Number of Summer Associates 36 22		2		5
Average Number of Summer Associates	1	1		5
Are You in the Firm's Headquarters? Yes 7 16 No 5 21 Percentage in Firm's Headquarters 58% 43% Percentage Outside Firm's Headquarters 42% 57% Department Size (including Yourself) 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			1	1
Yes	51	24	22	25
Yes				
No				
Percentage in Firm's Headquarters	2	15	10	50
Percentage Outside Firm's Headquarters	0	21	1	48
Department Size (Including Yourself)	100%	42%	91%	51%
Department Size (Including Yourself)	0%	58%	9%	49%
1				
1		2	1	4
3 3 9 4 to 7 4 11 17 17 4 11 17 17		8	1	20
A to 7	1	10	6	29
Assistants Coordinators	1	12	1	29
Assistants		6	2	17
Your Department Consists of: Secretary (ies) 1 3 10 2 1 1 3 10 1 4 3 1 4 3 3 3 1 4 4 2 1 5 6 6 Coordinator (s) 8 25 2 3 6 3 3 6 3 3 6 3 3 6 3 3 6 3 4 3 4 3 3 4 3 3 5 3 3 6 3 3 5 4 3 3 4 3 3 4 3 3 4 3 4 3 3 5 4 3 4	4	4	4	4
Your Department Consists of: Secretary (les) 1 3 10 2 1 1 3 1 1 4 3 3 4 4 3 3 1 4 4 2 1 5 6 6 Coordinator (s) 8 25 2 3 6 3 3 6 3 3 6 3 3 6 3 3 6 3 4 3 3 4 3 3 6 3 3 6 3 4 3 3 4 5 1 3 1 6 3 3 1 6 4 3 3 1 9 18 2 2 4 2 2	Administrators	<u>Managers</u>	Directors	TOTALS
Secretary (ies) 1	Administrators	<u>managers</u>	Directors	IOTALO
2 1 3 Assistant (s) 1 5 16 2 4 3 3 1 4 4 2 1 5 6 6 Coordinator (s)				
3 Assistant (s) 1 1 5 16 2 4 3 3 11 4 4 4 5 5 6 Coordinator (s) 1 8 25 2 3 3 6 3 3 4 3 3 5 6 3 3 4 3 3 5 6 Manager (s) 1 9 18 2 3 1 2 4 2 3 4 2 5 Assistant Director (s) 1 Director 1 Director 1 Director 1 Director 1 Director 1 1 2 38 No 0 0 0 0	1	16	4	35
Assistant (s) 1		3	1	5
1 5 16 2 4 3 3 1 4 4 2 1 5 6 Coordinator (s)		1		
2	1	21	4	48
3		3	1	11
4 2 1 5 6 Coordinator (s) 8 25 1 8 25 2 3 6 3 4 3 5 3 3 6 6 6 Manager (s) 9 18 2 1 2 3 2 2 4 2 2 5 2 4 4 2 2 5 13 2 0ther 6 7 Do You Work Full-Time? Yes 12 38 No 0 0		6		11
5 6 Coordinator (s)				3
1 8 25 2 3 6 3 3 6 3 4 3 3 5 6 3 5 6 6 6 6 6 6 7 Manager (s)				
1 8 25 2 3 6 3 3 6 3 4 3 3 5 6 3 5 6 6 6 6 6 6 7 Manager (s)				
2 3 6 3 4 3 5 3 6 6 Manager (s) 9 18 2 1 2 3 2 2 4 2 2 5 3 2 Assistant Director (s) 1 5 1 5 13 2 13 13 2 10 10 Do You Work Full-Time? 12 38 No 0 0				
3 3 4 3 3 5 5 6 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	1	19	6	60
4 3 5 6 6	+	5 1	1	15 4
5 6 8 9 18 19 18 2 19 18 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	+	2	1	6
6 Manager (s) 9 18 2 1 2 3 2 4 2 5 Assistant Director (s) 1 Director 5 13 2 Other 6 7 Do You Work Full-Time? Yes 12 38 No 0 0 0	1		'	, , ,
1 9 18 2 1 2 3 2 2 4 2 2 5 3 3 Assistant Director (s) 3 3 1 5 13 2 13 14 2 14 15 2 15 15 2 15 15 2 15 15 3 15 15 4 15 15 5 12 38 10 0 0				<u> </u>
1 9 18 2 1 2 3 2 2 4 2 2 5 3 3 Assistant Director (s) 3 3 1 5 13 2 13 14 2 14 15 2 15 15 2 15 15 2 15 15 3 15 15 4 15 15 5 12 38 10 0 0				
3 2 4 2 5 5 Assistant Director (s) 1	2	33	1	64
4 2 5 5 Assistant Director (s) 1 Director 1 1 5 13 2 Other 6 7 Do You Work Full-Time? Yes 12 38 No 0 0 0		2		5
5 Assistant Director (s) 1		1		3
1 Director		2		4
1 Director				
1 5 13 2 Other 6 7 Do You Work Full-Time? Yes 12 38 No 0 0 0				
1 5 13 2 Other 6 7 Do You Work Full-Time? Yes 12 38 No 0 0 0				
Other 6 7 Do You Work Full-Time? 2 38 Yes 12 38 No 0 0		6	10	34
Do You Work Full-Time? 12 38 No 0 0	2	8	2	25
Yes 12 38 No 0 0	2	8	2	25
Yes 12 38 No 0 0				
		37	10	99
Percentage Who Work Full-Time 100% 100%	2	100%	100%	100%
	0	100 /0		0%
Percentage Who Work Part-Time 0% 0%		0%	0%	

	Assistants	Coordinators	Administrators	Managers	Directors	TOTALS
Responsibility of your department:						
Recruiting of Law Students	10	32	1	32	8	83
Managing Summer Program	9	32	1	26	8	76
Lateral Recruiting	11	27	2	21	7	68
Partner Recruiting Attorney Development/Orientations/Training	7 8	20 19	1	14 20	7	44 55
CLE Coordination	3	15	1	16	3	38
Administering Evaluation Process for Attorneys	3	17	1	14	6	41
Managing Recruitment Staff	7	30	2	13	4	56
Exit Interviews	6	20		14	3	43
Diversity Initiatives	6	21		20	6	53
Paralegal Recruiting	1	2		6	2	11
Other Responsibilities		8		9	2	19
(I.e., HR/Marketing/Office Manager/other: Hiring and Training Rec. Coordinators)						
Thining and Training Neet. Goordinators)						
Your Responsibility:						
Recruiting of Law Students	8	31	2	27	9	77
Managing Summer Program	7	29	2	29	10	77
Lateral Recruiting	5	21		27	10	63
Partner Recruiting	1	10		20	5	36
Attorney Development/Orientations/Training	2	14		21	8	45
CLE Coordination Administering Evaluation Process for Attorneys	1	10 15		<u>8</u> 9	5 8	24 33
Managing Recruitment Staff	_	11	1	28	9	49
Exit Interviews	1	8	1	14	6	30
Diversity Initiatives	1	12	1	17	7	38
Paralegal Recruiting	1	4		2	5	12
Other Responsibilities	1	7		9	5	22
(I.e., HR/Marketing/Office Manager/other:						
Develop and administer firm policy, associate staffing,						
associate outplacement, associate compensation process, events)						
events)						
Do You Have a Recruiting Assistant or Secretary?	Assistants	Coordinators	Administrators	Managers	Directors	<u>Totals</u>
Full-Time Recruiting Assistant	6	15	1	27	9	58
Full-Time Secretary	1	6	1	17	1	26
Part-Time Recruiting Assistant		5		3	1	9
Part-Time Secretary		3		4	4	11
- W - W - W - W - W - W - W - W - W - W						
Does Your Firm Have a Firm-Wide Recruitment						
Director? Yes	9	22	1	14	7	53
No	3	16	1	23	1	44
			/			
Percentage with Firm-Wide Recruitment Director	75%	58%	50%	38%	88%	55%
Percentage without Firm Wide Recruitment Director	2=01	42%	50%	62%	13%	450/
Percentage without Firm-Wide Recruitment Director	25%	.= //	0070	02 /0	13 /6	45%
-	25%	,0	0070	0270	13 /6	45%
Reporting Structure: Who does your department report to?						
Reporting Structure: Who does your department report to? Hiring Partner	9	31	2	32	8	82
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner	9 6	31 14		32 16	8 3	82 40
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director	9 6 2	31 14 14	2 1 1	32 16 11	8 3 5	82 40 33
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator	9 6 2 4	31 14 14 9	2	32 16 11 17	8 3	82 40
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director	9 6 2	31 14 14	2 1 1 1	32 16 11	8 3 5	82 40 33 33
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee,	9 6 2 4 5	31 14 14 9 8	2 1 1 1 1	32 16 11 17 8	8 3 5	82 40 33 33 24
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation	9 6 2 4 5 3	31 14 14 9 8	2 1 1 1 1	32 16 11 17 8 5	8 3 5 2 2	82 40 33 33 24 16
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development,	9 6 2 4 5 3	31 14 14 9 8	2 1 1 1 1	32 16 11 17 8 5	8 3 5 2 2	82 40 33 33 24 16
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation	9 6 2 4 5 3	31 14 14 9 8	2 1 1 1 1	32 16 11 17 8 5	8 3 5 2 2	82 40 33 33 24 16
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee)	9 6 2 4 5 3 2	31 14 14 9 8 6 3	2 1 1 1 1 2	32 16 11 17 8 5 7	8 3 5 2 2 2	82 40 33 33 24 16 13
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary	9 6 2 4 5 3 2	31 14 14 9 8	2 1 1 1 1	32 16 11 17 8 5	8 3 5 2 2	82 40 33 33 24 16 13
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K	9 6 2 4 5 3 2 Assistants	31 14 14 9 8 6 3	2 1 1 1 1 2	32 16 11 17 8 5 7	8 3 5 2 2 2	82 40 33 33 24 16 13
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K	9 6 2 4 5 3 2	31 14 14 9 8 6 3	2 1 1 1 1 2	32 16 11 17 8 5 7	8 3 5 2 2 2	82 40 33 33 24 16 13
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K 41-45K 46-50K	9 6 2 4 5 3 2 Assistants	31 14 14 9 8 6 3 Coordinators	2 1 1 1 1 1 2 Administrators	32 16 11 17 8 5 7	8 3 5 2 2 2	82 40 33 33 24 16 13 Totals 3 6 4
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K 41-45K 46-50K 51-55K	9 6 2 4 5 3 2 Assistants 3 5 3	31 14 14 9 8 6 3 Coordinators	2 1 1 1 1 2	32 16 11 17 8 5 7	8 3 5 2 2 2	82 40 33 33 24 16 13 Totals 3 6 4 9
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K 41-45K 46-50K 51-55K	9 6 2 4 5 3 2 Assistants 3 5 3	31 14 14 9 8 6 3 2 Coordinators	2 1 1 1 1 1 2 Administrators	32 16 11 17 8 5 7	8 3 5 2 2 2	82 40 33 33 24 16 13 Totals 3 6 4 9 7
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K 41-45K 46-50K 51-55K 56-60K 61-65K	9 6 2 4 5 3 2 Assistants 3 5 3	31 14 14 9 8 6 3 3 Coordinators	2 1 1 1 1 1 2 Administrators	32 16 11 17 8 5 7 Managers	8 3 5 2 2 2	82 40 33 33 24 16 13 Totals 3 6 4 9 7
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K 41-45K 46-50K 51-55K 56-60K 61-65K	9 6 2 4 5 3 2 Assistants 3 5 3	31 14 14 9 8 6 3 Coordinators	2 1 1 1 1 1 2 Administrators	32 16 11 17 8 5 7 Managers	8 3 5 5 2 2 2 1 1 Directors	82 40 33 33 24 16 13 Totals 3 6 4 9 7
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K 41-45K 46-50K 51-55K 56-60K 61-65K 66-70K 71-75K	9 6 2 4 5 3 2 Assistants 3 5 3	31 14 14 9 8 6 3 3 Coordinators	2 1 1 1 1 1 2 Administrators	32 16 11 17 8 5 7 Managers	8 3 5 2 2 2	82 40 33 33 24 16 13 Totals 3 6 4 9 7 8 7
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K 41-45K 46-50K 51-55K 56-60K 61-65K 66-70K 71-75K 76-80K	9 6 2 4 5 3 2 Assistants 3 5 3	31 14 14 9 8 6 3 Coordinators	2 1 1 1 1 1 1 2 2 Administrators	32 16 11 17 8 5 7 Managers	8 3 5 5 2 2 2 1 1 Directors	82 40 33 33 24 16 13 Totals 3 6 4 9 7
Reporting Structure: Who does your department report to? Hiring Partner Managing Partner Executive Director Office Administrator Recruiting/Associates Committee Human Resources Other (Lawyer Development Committee, Associates Committee Chair, Associate Evaluation Committee Chair, Chief Officer for Rec. & Development, Chair Partner of Professional Development Committee) Salary 30-35K 36-40K 41-45K 46-50K 51-55K 56-60K 61-65K 66-70K 71-75K	9 6 2 4 5 3 2 Assistants 3 5 3	31 14 14 9 8 6 3 Coordinators 1 1 8 6 8 6 4 2	2 1 1 1 1 1 1 2 2 Administrators	32 16 111 17 8 5 7 7 Managers	8 3 5 5 2 2 2 1 1 Directors	82 40 33 33 24 16 13 Totals 3 6 4 9 7 8 7 6 7
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	<u>Assistants</u>	Coordinators	Administrators	<u>Managers</u>	Directors	TOTALS
Do You Receive Overtime in Addition to Your	Hooistants	<u> </u>	- Administrators	managera	Directors	TOTALO
Salary?						
Yes	12	13	1	0	0	26
No	0	25	1	38	9	73
Percentage Receiving Additional Overtime	100%	34%	50%	0%	0%	26%
Percentage Not Receiving Additional Overtime	0%	66%	50%	100%	100%	74%
Overtime Ranges						
less than 1K						0
1-2K	1	1				2
3-4K	2					2
5-6K	4	6	1			11
7-8K	1	1				2
9-10K 10K+	1	2				3
IUN+						
Average Overtime Pay (in Thousands)	6.2	7.2	6.5	n/a	n/a	6.7
Fool Fairly Componented	<u>Assistants</u>	Coordinators	<u>Administrators</u>	<u>Managers</u>	<u>Directors</u>	<u>TOTALS</u>
Feel Fairly Compensated Yes	7	12	0	20	8	47
No	5	23	2	15	3	48
Percentage Who Feel Fairly Compensated	58%	34%	0%	57%	73%	49%
Percentage Who Don't Feel Fairly Compensated	42%	66%	100%	43%	27%	51%
Did You Receive a Bonus Last Year?						
Yes	4	31	2	34	11	82
No	3	6	0	0	0	9
Percentage With a Bonus Last Year	57%	84%	100%	100%	100%	90%
Percentage Without a Bonus Last Year	43%	16%	0%	0%	0%	10%
Bonus Ranges	0	4		4		7
less than 1K 1-2K	2 2	4 15		<u> </u>	1	7 19
3-4K	2	6	1	7	ı	14
5-6K		3	1	4	2	10
7-8K				5	1	6
9K				6	2	8
10K+		1		7	4	12
Average Bonus Size Last Year (in Thousands)	1.5	3.3	5.5	7.4	8.3	5.6
Those Who Combined Vacation/Sick/Personal Days: Total Number of Days Off						
9 to 12						0
13 to 16		1				1
17 to 20		5		1	2	8
21 to 24	,	1	,	1		2
25 to 28	1	3	1	<u>2</u> 4		7 7
29 to 32						
Average Total Number of Days Off	27	23	27	27	19	24
Those Who Split Their Vacation/Sick/Personal Days:						
Vacation						
1 week		,			,	0
2 weeks	4	1 11		<u>1</u> 10	1	7 25
3 weeks 4 weeks	1	12	11	19	5	38
5 weeks		1		10	1	2
6 weeks					1	1
Average Vacation Time (in weeks)	3	4	4	4	4	4
Sick Leave						
none						0
1 day						0
2 days						0
3 days						0
4 days						0
5 days		3		4	1	8
6 days	3	4		2	4	9
7 days 8 days	2	3		<u>3</u> 5	1	4 10
9 days		3		J	1	10
9 days 10 days	2	4		1	5	12
12 days						0
13 days						0
14 days						0
15 days						0
18 days						0
20						0
21 unlimited		7		10	1	0 18
uriminicu				10		10

Percentage With Unlimited Sick Leave	0%	33%	n/a	40%	11%	29%
Percentage Without Unlimited Sick Leave	100%	67%	n/a	60%	89%	71%
Average Number of Sick Leave Days	8	7	n/a	7	9	8
Personal Days none	<u>Assistants</u>	Coordinators 3	<u>Administrators</u>	<u>Managers</u> 3	<u>Directors</u>	TOTALS 6
1 day 2 days	3	5		8	3	0 19
3 days	3	8		7	2	20
4 days		1				1
5 days		1		1	1	3
6 days 7 days					1	<u>0</u> 1
8 days						0
9 days		4				0
10 days 20 days						0
unlimited		3		2	1	6
Percentage With Unlimited Personal Leave	0%	14%	n/a	10%	13%	10%
Percentage Without Unlimited Personal Leave	100%	86%	n/a	90%	88%	90%
Average Number of Personal Leave Days	3	3	n/a	2	3	2
Discretionary Days						
none						0
1 day 2 days						0
3 days						0
4 days	4					0
5 days 6 days	1					0
7 days						0
8 days	1					1
9 days	4	1		0		0
10 days 13 days	1	1		<u>2</u> 1		2
Average Number of Discretionary Days	8	12	n/a	11	n/a	10
Any Other Benefits?						
Work from home		2		5	2	9
Four day work week Flex days		1	1	<u>1</u>	1	<u>1</u> 5
Day care	1	4	1	8	1	15
Blackberry		7	1	20	5	33
Palm Pilot		0	1	1	1	3
Cell phone Computer (lap top)	1	9	<u>1</u> 1	3 12	3	9 26
Transportation discounts	8	22	2	26	7	65
Health club memberships	6	15	1	25	8	55
Other (i.e. subsidized tuition assistance)		2		2	1	5
Does Your Firm Offer a 401 (K) Plan?						
Yes	12	38	2	37	9	98
No	0	0	0	0	0	0
Percentage of Firms Offering a 401 (K) Plan	100%	100%	100%	100%	100%	100%
Percentage of Firms Not Offering a 401 (K) Plan	0%	0%	0%	0%	0%	0%
If Yes, When Can You Start Participating?						0
N/A Immediately	4	15	2	20	4	0 45
3 months	3	7		4	-	14
1 year	2	8		8	6	24
2 years other		4		3	7	0 14
Do You Get Profit Sharing?	0		1	44		00
N/A Immediately	3	9 2	1	<u>11</u> 3	<u>4</u> 1	28 6
3 months		2				2
1 year	2	5		3	1	11
2 years other		<u>3</u> 4		<u>1</u> 5	1	4 10
	<u>Assistants</u>	Coordinators	<u>Administrators</u>	<u>Managers</u>	<u>Directors</u>	<u>TOTALS</u>
Do You Get Matching Benefits?	2	2			-	47
N/A Immediately	3	<u>3</u> 2	2	<u>6</u> 6	5 2	17 12
3 months		2		1	_	3
1 year	1	7		6	1	15
2 years	2	<u>3</u> 5		<u>5</u>		10 11
other		U U		U		11
Other Incentives: i.e. Pension Plan, Employee Contribution,	3	4		7	3	
health care						