

What Law Firm Administrators Need to Know About Hiring, Compensation and Retention in 2022

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Agenda

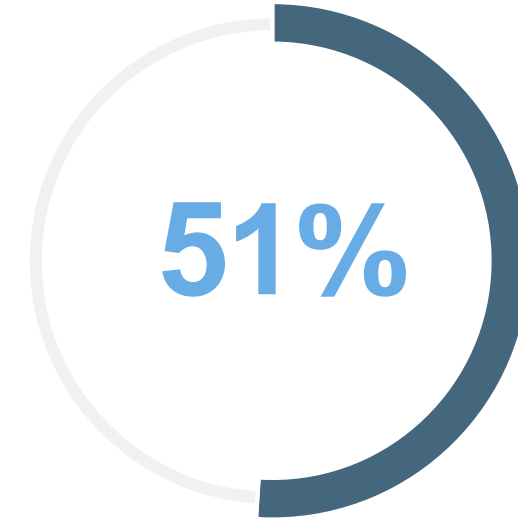
- Adapting to new ways of doing business
- Needs of mobile workforce — focus on flexibility, work-life balance and retention
- How to manage demand for new skills
- Cost of a bad hire
- Latest salary trends plus benefits and perks

National Trends

TREND 1: HIRING MARKETS HEAT UP

Companies expanding hiring
of full-time employees:

*Source: Robert Half survey of over 2,800 senior
managers in the U.S.*



TREND 2: WORKERS ARE IN CONTROL

Employers are giving

Source: Robert Half survey of over 2,800 senior managers in the U.S.

48%

Signing bonuses

46%

Cash incentives

43%

More PTO

40%

Job title upgrades

87%

Say current skills are good

66%

Say a new job is easy to find

49%

Feel underpaid

46%

Ask for raise

31%

Might quit

Workers' thoughts

Source: Robert Half survey of over 2,800 workers in the U.S.

TREND 3: IMPACT OF REMOTE WORK



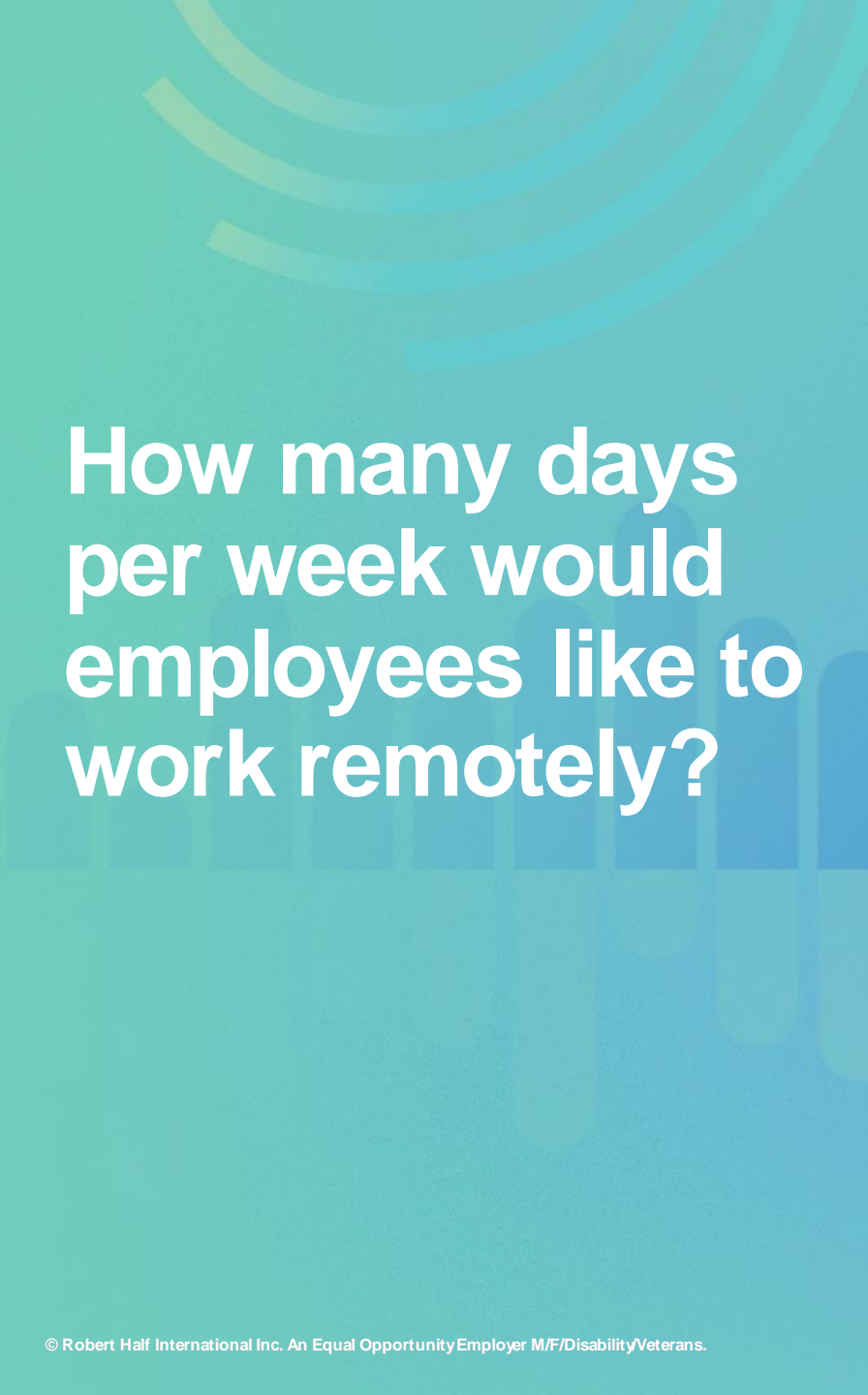
Better morale
and performance



An edge in hiring
and retention



A deeper
candidate pool



How many days
per week would
employees like to
work remotely?

A. One

B. Two

C. Three

D. Four

E. Five

Top Practice Management Challenges for Law Firms During Pandemic*

Managing legal teams remotely – **48%**

Improving/maintaining employee morale – **40%**

Adapting the latest technology tools – **37%**

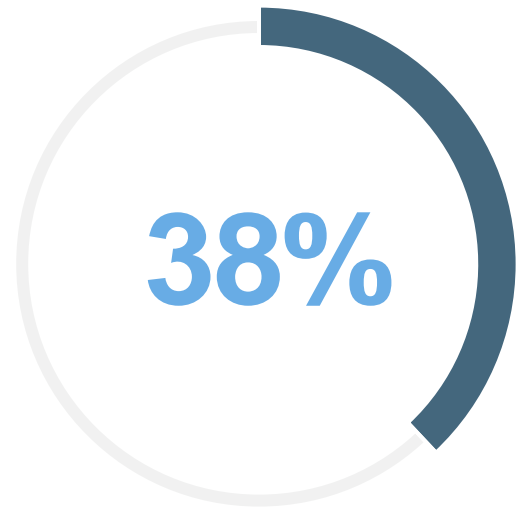
Meeting billable hours or revenue goals – **34%**

Staying current with health and safety protocols – **17%**

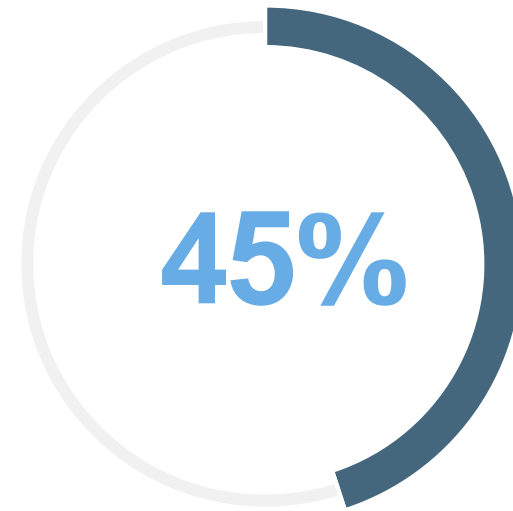
*Top responses shown.

Source: Robert Half survey of more than 100 lawyers with hiring responsibilities at law firms in the U.S.

TREND 4: THE FLEXIBLE LABOR MODEL



Increasing use of contract talent



Contractors are majority of staff

TREND 5:

**Businesses are seeking
help with hiring**

THE HIGHER COST OF A BAD HIRE

3 in 4
managers have
made a bad hire.



64%
say the negative
impact is more severe
now than a year ago.

The damage:

- 33% — More time wasted
- 27% — Decreased staff morale and productivity
- 20% — Increased stress on supervisor

Do you have 16 weeks — or 4 months — to spare?

On average, employers spend:



10 weeks to terminate the bad hire



6 weeks to restaff the position

FINDING THE BEST MATCH



Reviewing
hundreds of
resumes



Conducting
multiple
interviews



Managing
reference
checks



Making
a final
decision



Extending
an
offer



Partnering with a recruiter
can help save time and
prevent costly hiring
mistakes.

Source: Robert Half survey of more than 2,800 senior managers in the U.S.

Legal Hiring and Compensation Trends

01

Hot practice areas drive hiring

Law firm

- Commercial law
- Litigation
- Real estate
- Intellectual property
- Family law
- Trusts and estates

Legal dept.

- Compliance
- Contract management
- Corporate transactions
- Labor and employment
- Mergers and acquisitions

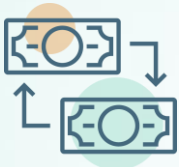
02

Law firms expanding again

Top recruitment and retention strategies:

- Raising associate pay
- Improving bonus structures
- Hybrid work arrangements

HOT LEGAL JOBS



FINANCIAL SERVICES



GOVERNMENT



HEALTHCARE



NONPROFITS



PROFESSIONAL SERVICES



TECHNOLOGY

- Compliance analyst
- Contract manager
- In-house counsel
- Law firm associate
- Legal assistant
- Paralegal

Legal jobs likely to remain remote

Compliance analyst

Contract administrator

In-house counsel

Paralegal

Senior-level associate

Legal salaries and compensation

Key to recruitment and retention

- In-demand jobs driving salary increases
- Pay top performers well to retain
- Maintain competitive salaries – or risk losing top candidates and valued performers

2022 SALARY TABLES

	25th	50th	75th
<u>CANDIDATE:</u>	little or no prior experience; still developing relevant skills	average experience; has majority of necessary skills	above-average experience; has most or all of skills; may have certifications
<u>DEMAND:</u>	<i>Low</i>	<i>Moderate</i>	<i>High</i>
<u>TITLE:</u>			
<i>Legal Administrator</i>	68,000	81,250	104,000
<i>Office Manager-Legal</i>	56,250	59,500	68,750
<i>Midlevel Paralegal</i>	56,000	63,750	74,500
<i>Legal Assistant (Hybrid)</i>	45,750	54,250	62,500

Trends in Benefits and Perks

TRENDS IN BENEFITS

Benefits most wanted by workers:

76%

Health insurance

57%

Paid time off

51%

Retirement savings plan

26%

Dental insurance

64%

Health insurance

47%

Paid time off

46%

Retirement savings plan

45%

Life and AD&D insurance

Benefits most offered by employers:

TRENDS IN PERKS

Perks most wanted by workers:

66%

Flexible work schedules

56%

Remote work options

37%

Employee discounts

27%

Paid parental leave

47%

Flexible work schedules

37%

Remote work options

32%

Employee discounts

37%

Paid parental leave

Perks most offered by employers:

WORK-LIFE BALANCE PERKS, POST-PANDEMIC

Post-pandemic work-life balance perks employees want most:

53%

Flextime

48%

Remote work options

37%

Compressed workweek

23%

Permanent part-time arrangements

76%

Remote work options

66%

Flextime

65%

Compressed workweek

59%

Permanent part-time arrangements

Post-pandemic work-life balance perks companies will offer:

NEW PERKS AND BENEFITS

Wellness programs

Mental health resources

Stipends for home office equipment

Additional paid family leave

Childcare assistance

88% of HR managers said their company has added new perks as a result of the pandemic.

WELLNESS BENEFITS

Physical wellness (e.g., gym memberships)

95%

Companies offering them

38%

Employees use them

Mental wellness (e.g., stress-reduction programs)

91%

Companies offering them

32%

Employees use them

Financial wellness (e.g., retirement planning)

91%

Companies offering them

58%

Employees use them

Spotlight on DEI

Diversity

Presence of differences in a given setting

Equity

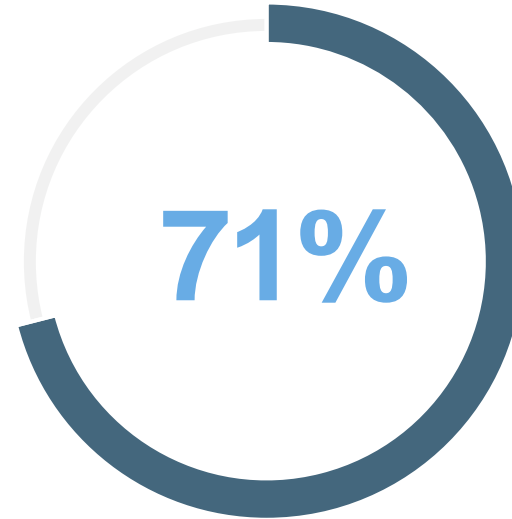
Providing equal possible outcomes for every individual

Inclusion

Making sure everyone feels like they belong

TOP BUSINESS REASONS FOR DEI

Better **innovation, problem solving** and **decision making**



Would leave a company whose values don't align with theirs

COMPANIES' DEI CHECKLIST



Help ensure all employees **feel welcome** and are treated with **respect**.



Make DEI a key part of their **organizational culture**, creating an atmosphere of **belonging**.



Provide **transparency** into hiring and retention practices.



Measure DEI efforts and **communicate** them to employees and the community.

Robert Half's history of DEI

ADDITIONAL RESOURCES

- roberthalf.com/salary-guide
- roberthalf.com/salary-guide/calculator
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