

GRADUATE SURVEY FORM — CLASS OF 2016 NALP EMPLOYMENT REPORT AND SALARY SURVEY

Please refer to the "Frequently Asked Questions" sheet as you are completing this survey.

Name _____ Phone _____

Permanent Address _____

E-mail _____

I. DEMOGRAPHIC INFORMATION

A. PROGRAM TYPE AT TIME OF GRADUATION

- Full-time/3-Year Part-time/Evening

B. AGE (Complete either B1 or B2)

B1. Age at Graduation _____

B2. Birth Date _____
Mo Day Yr

C. GENDER IDENTITY

- C1. Male Female I do not identify as Male or Female
C2. I identify as transgender

D. RACE/ETHNICITY (You may check up to two)

- Hispanic/Latino
 Black/African American
 Asian
 Native Hawaiian or other Pacific Islander
 American Indian/Alaska Native
 White/Caucasian

E. DISABILITY

- No
 Yes (describe) _____

II. POST GRADUATE EMPLOYMENT STATUS

A1. Select only one of the following to describe your post-graduate status:

- Employed in a position for which you receive a salary or a stipend or are being paid on a contract or retainer basis (also complete the items in sections A3 and B)
 Enrolled in a full-time degree or certificate program
 Not employed – start date deferred (also complete items A2 and 7; the rest of the form is not applicable)
 Not employed and seeking work/paid position (also complete item A2; the rest of the form is not applicable)
 Not employed and not seeking work/paid position (also complete item A2; the rest of the form is not applicable)

A2. If you are not employed, are you volunteering?

- Yes, in a law-related capacity
 Yes, not in a law-related capacity
 No

A3. Job Information

1. Type of Job (choose one only)

- Bar admission required/anticipated (includes judicial clerks)
 JD advantage
 Other professional position
(describe) _____
 Non-professional position
(describe) _____

2. Job is: (check only one)

- Full-time Part-time

3. Job pays:

- A salary of \$ _____ per year
 A stipend of \$ _____ (choose one)
 per week per month per project

4. Indicate whether the employer hired you on a short-term or long-term basis. Note that a long-term job from the employer's perspective may be one that you consider short-term, while, for example, you continue to seek a different job. Please indicate the type of job from the employer's perspective. Also indicate if the job is funded by your law school.

- Job is long-term (1 year or more)
 Job is short-term (duration is less than a year)
 Job is funded in whole or in part by my law school. (Check if applicable. Excludes jobs that are "permanent" in nature such as long-term jobs in career services, admissions, development, or general counsel offices.)

5. Indicate whether you are seeking a job other than the one described here

- I continue to seek a job other than that described here
 I am not seeking a job other than that described here

6. Timing of offer (mark one)

- Before graduation
 After graduation but before bar results
 After bar results

7. Date on which you started or will start your job

_____ Mo Day Yr

8. Source of Job: Mark the one choice that best describes how you learned of and made initial contact with the employer. If you received an offer from your summer employer, or the employer for whom you worked during law school, indicate how you initially made contact with that employer.

- Interviewed during fall OCI program organized by the career services office
 Interviewed during spring OCI program organized by the career services office
 Returned to or continued with pre-law school employer
 Interviewed at job fair or consortia
 Responded to career services' job posting
 Referral by business colleague, friend, relative, alumni, or school personnel
 Responded to other job posting, either in print or online (e.g., classified ad, Indeed.com)
 Used school's judicial clerkship process or OSCAR
 Self-initiated contact, e.g. a targeted mailing, an informational interview, or the result of networking
 Used a temporary placement agency or legal search consultant
 Started own practice or business
 Other (describe)

B. EMPLOYER INFORMATION

NAME AND ADDRESS OF EMPLOYER

Name _____

Street _____

City _____ State _____ Zip _____

COMPLETE B1, B2, AND B3 ONLY IF YOUR PRIMARY JOB IS IN LAW FIRM PRIVATE PRACTICE. IF NOT, SKIP TO B4/B5, B6/B7, B8 or B9/B10 AS APPROPRIATE. IF YOU ARE EMPLOYED BY A LEGAL TEMPORARY AGENCY, SKIP TO B4 AND B5 (BUSINESS OR INDUSTRY) REGARDLESS OF THE EMPLOYER AT WHICH THE AGENCY HAS PLACED YOU.

B1. TOTAL SIZE OF LAW FIRM (Mark only one for size of entire firm by total number of attorneys)

- Solo (you have started your own law firm as a solo practitioner)
- 1-10 attorneys
- 11-25 attorneys
- 26-50 attorneys
- 51-100 attorneys
- 101-250 attorneys
- 251-500 attorneys
- 501+ attorneys

- B2. Firm is a public interest law firm (check if applicable)**
 Job is part of an incubator program or is at a law firm established by the law school (check if applicable)

B3. TYPE OF LAW FIRM JOB (mark one only.)

- Associate/Entry-level attorney
- Law clerk
- Paralegal
- Staff attorney (non-partnership track)
- Manager/Administrator
- Patent agent
- Other non-attorney position

IF JOB IS IN BUSINESS OR INDUSTRY, COMPLETE BOTH B4 AND B5.

B4. TYPE OF EMPLOYER

- Legal temporary agency
- Accounting firm
- Investment banking or financial institution
- Entertainment/sports management company
- Healthcare
- Insurance company
- Management consulting firm
- Publishing house
- Legal process outsourcer (LPO)
- Legal/law-related technology company
- Other technology/e-commerce company
- Trade association or political campaign
- Other business or industry (describe) _____

B5. TYPE OF JOB

- Temporary attorney work
- Law clerk or paralegal
- Compliance
- In-house lawyer
- Management
- Business development/Sales/Marketing
- Consulting
- Tax associate (with an accounting firm)
- E-discovery attorney (with an LPO)
- Landman (with an energy company)
- Self-employed
- Other (describe) _____

IF JOB IS IN GOVERNMENT, COMPLETE BOTH B6 AND B7.

B6. LEVEL OF GOVERNMENT

- Federal
- State
- Local (city/municipal/county)
- Other (describe) _____

B7. TYPE OF JOB

- Judicial Clerkship
- Judicial — other (non-clerkship, e.g., staff attorney)
- Military JAG Corps (any service)
- Other military position (uniformed or civilian)
- Prosecutor
- Agency Honors program
- Other agency position (including law enforcement)
- Legislative (e.g., legislative assistant)
- Other (describe) _____

B8. IF JOB IS IN A PUBLIC INTEREST ORGANIZATION OR OTHER NONPROFIT (Mark one item that best describes the primary type of work or job you will be handling)

- Community education and organization
- Civil legal services
- Policy/advocacy
- Public defender or appellate defender
- Other (describe) _____

IF JOB IS IN EDUCATION COMPLETE BOTH B9 AND B10

B9. Type of Employer

- Law School
- College or university
- Elementary or secondary school
- Other (describe) _____

B10. Type of Job

- Faculty/teacher
- Administrator
- Research assistant/fellow or other temporary position
- Other (describe, e.g., Title 9 compliance) _____

OTHER REMARKS

Date Completed: _____

MM/DD/YYYY

Form completed by: _____

Printed name

Signature: _____

NALP Graduate Employment Survey for the Class of 2016

FREQUENTLY ASKED QUESTIONS

Each year NALP and your law school partner to measure the employment outcomes for graduates of your law school and of every ABA-accredited school in the country. This helps us measure the strength of the entry-level legal employment market at the national, regional, and local levels. Your participation in this survey is critical in helping us provide this important information. Your law school and NALP respect your expectations concerning the confidentiality of the information you provide. Your career services office will provide information to NALP with all personally identifiable information removed.

NALP and the ABA measure employment status ten months after graduation to allow for bar passage and licensure. March 15 has been designated as the common date by which all graduates must report their employment status. Although many graduates will report their employment status prior to March 15, you may report it at any point that you secure post-graduate employment. You should also report if you have not secured a job by March 15. Because the time span over which law students may obtain their post-graduate employment is great, your school may request this information as early as the beginning of your final semester of law school and as late as March following graduation, and your school may survey you more than once to be sure that they have the most up-to-date information.

This survey is straightforward and short. You will be asked about your post-graduate employment status — if you have a job (and if so what kind of job you have obtained, your starting salary in that job, and a few other questions) and, if you do not, whether you are continuing your education full-time, seeking a job or not, and whether you are volunteering. All of this information helps us provide important consumer information to the law students who will follow you.

Following are some frequently asked questions about the survey. If you have any additional questions, please contact your career services office.

Who should complete the survey?

You should. Regardless of your post-graduation employment status, you should complete the survey when requested by your career services office. You should still complete the survey even if:

- You have not secured a post-graduate job or if that job is not your “first choice” job; or
- You will be pursuing an LL.M. or another educational program full-time; or
- You do not have paid employment and are looking for work; or
- You do not have paid employment and are not looking for work.

What is the definition of employed?

To be considered as employed as of March 15, 2017, you must be hired for and actually working in a position where you will receive a salary or a stipend or be paid on a contract or retainer basis on March 15, 2017. If you are employed, choose the type of job as described below under “How do I choose a job type?”

What does “Not Employed — start date deferred” mean?

Because this survey measures employment status as of March 15, if you have accepted a job that will start after March 15, 2017 and you are not working on an interim basis, you should report your status as “Not employed — start date deferred.” You should also report the date on which your job will start, where requested.

What is the definition of a volunteer?

A volunteer position pays neither a salary nor a stipend. Volunteer positions include structured volunteer positions that require a commitment of 6 months or more, that may lead to paid employment or may even be required to obtain a paid position with that employer in the future. If you are not employed, you are asked to provide information about volunteer activity, if any, and also to indicate if you are seeking or not seeking employment.

What if my employment status changes between graduation and March 15?

You should report your most current job status. If your employment status changes between graduation and March 15, use the procedures established by your career services office to update your information.

How do I choose a job type?

Law school graduates take many different kinds of jobs, and not all of them involve the practice of law. The type of job you obtain is one of the most important pieces of information you are asked to provide. Use the definitions below to help you choose the correct job type.

- **Bar admission required/anticipated** — Choose this job type if the job requires that you pass the bar and be licensed to practice law. This category includes judicial clerks and positions that require bar passage after being hired.
- **JD advantage** — Choose this job type if your job does not require bar passage, an active law license, or involve practicing law, but your JD provided a demonstrable advantage in obtaining or performing the job — or your employer preferred or even required an individual with a JD. Examples of positions for which a JD is an advantage include a corporate contracts administrator, alternative dispute resolution specialist, government regulatory analyst, FBI agent, and accountant. Also included might be jobs in personnel or human resources, jobs with investment banks, jobs with consulting firms, jobs doing compliance work for business and industry, jobs in law firm professional development, and jobs in law school career services offices, admissions offices, or other law school administrative offices. Doctors or nurses who plan to work in a litigation, insurance, or risk management setting, or as expert witnesses, would fall in this category, as would journalists and teachers (in a higher education setting) of law and law-related topics.
- **Other professional** — Choose this job type if the job requires professional skills or training but for which a JD is neither required nor a demonstrable advantage. Examples of jobs in this category include a math or science teacher, business manager, or performing arts specialist. Other examples include professions such as doctors, nurses, engineers, or architects, if a JD was not advantageous in obtaining the position or in performing the duties of the position.

- **Non-professional** — Choose this job type if the job does not require any professional skills or training or is one that you may not view as part of your career path.

Are there circumstances under which I should report something other than my status on March 15?

If you have accepted a position with the military JAG Corps but will be starting that job after March 15, you should report that job on the survey. Also report the start date for that job.

Why should I report my salary?

When you were considering law school, no doubt the job prospects and salary potential available to you with a JD factored into your decision-making. Such information was available to you because students who came before you were willing to provide that information. By itself, your individual salary is of little interest — but taken together with those of your classmates and fellow graduates nationwide, it allows us to provide the information on earnings potential that you sought and expected as a prospective law student.

How do I report my salary?

Report whether your job pays a salary or a stipend and the amount of that salary or stipend. When reporting your salary, include base compensation only. Do not include items such as a bar stipend, a signing bonus, a potential bonus, or contingent income. If you have accepted a judicial clerkship and you are/will be in that position on March 15, 2017, report the clerkship salary, not the salary you expect to earn after the clerkship. If your salary increased between the time you started your job and the time you completed this survey, you may report the higher figure.

What is a stipend?

A stipend is a form of salary often used for an internship or apprenticeship. It is a payment or payments that represent a set amount for a fixed period of time or for a project's duration. For example, a stipend might be \$2,000 for two months or \$7,000 for the length of a project. Compensation which is paid at an hourly rate is not a stipend. For example, if you are working at an hourly rate as a law clerk or in a part-time job that is not law-related, you are receiving a salary and not a stipend.

How are “long-term” and “short-term” jobs defined for the purposes of this survey?

A **long-term job** lasts for at least a year. A **short-term job** has a fixed duration of less than a year, e.g., 6 months. These jobs may be at your law school or in another setting. Note that a job that you consider short-term, while, for example, you continue to seek a different job, may not be a short-term job from the employer’s perspective, and should not be reported as a short-term job on this survey.

I’ve got a job but am still looking. How do I report?

Report the details of the job that you have, and also complete the item on search status to indicate whether or not you continue to seek a job other than the one you currently hold. Do not complete this item if you are unemployed.

I’ve got two concurrent jobs. Which one do you want me to report?

If you hold more than one job, consider which job you define as your primary or main employment and which you consider your secondary work, since the primary job is what will be used when your school, NALP, and the ABA report on graduate employment. In addition to obvious situations of multiple paid jobs, other circumstances for which you need to determine what you consider your primary job include having paid employment in addition to starting your own solo law practice; owning/running a business while being employed by someone else; and being employed in the civilian workforce while also a member of the military reserves. If you have obtained a judicial clerkship and you are in that position as of March 15, you should report that job as the primary job, not on a job you may have obtained that will begin after your clerkship.

I’m working at a firm as a legal temp. Should I report the firm as my employer?

In most cases, no. If you are working at a firm but are doing so through a legal temporary agency, report your employer as “legal temporary agency” under business and industry. Report the firm as your employer only if you were hired directly by the firm and not through a temp agency.

I continued with my previous employer, but changed jobs after earning my JD. What start date do I report?

Report the date that you started in that new position. If you obtained a paralegal or law clerk position that transitioned

to an attorney position upon bar passage, report the start date of the paralegal or law clerk job.

I got an offer from my summer employer or as a result of my clinic work. Why are those not choices under “Source of job”?

You should indicate how you got the summer job or clinic position that led to the post-graduate employment offer. For example you may have gotten that job through a job posting or by means of your school’s on-campus interview program.

I obtained a job in a law firm but not as an attorney. Should I report my employer type as law firm private practice even if my job is not an attorney position?

Yes. The law firm category includes all jobs in private practice, including any attorney job, whether as an entry-level attorney or associate, a staff attorney, or an attorney identified by other words or phrases, and any non-attorney position, such as a job as a law clerk, paralegal, patent agent, or other non-attorney professional or clerical staff.

I have taken a job in a law firm as an attorney, but I am neither an associate nor a staff attorney. How should I report my position?

Most entry-level attorney jobs should be reported as associate jobs. The staff attorney category is reserved to describe certain jobs, usually in larger law firms, where the firm hires both partnership-track and non-partnership-track attorneys. It can also include instances where the firm hires attorneys on a project or fixed-duration basis. The staff attorney position describes the non-partnership-track position, regardless of the actual job title used at a particular firm.

An entry-level attorney job in a smaller firm, which may not have a partnership track as such, should be reported as an associate/entry-level attorney position under most circumstances.

What law firm job choice should I use if I have started my own solo practice?

For purposes of this survey, report your job as associate/entry-level attorney.

How is firm size counted?

Firm size refers to the total number of attorneys firm-wide regardless of title. *Use the solo practice category only if you*

have established your own solo practice; if you are working FOR a solo practitioner report the firm size as 1-10.

Does law firm private practice include public interest law firms?

Yes. Public interest law firms are private and for-profit firms, but are distinguished from other private firms in that a majority of their practice involves clients that are typically underrepresented or groups that advocate for community rather than corporate interests. Sliding fee cases, attorney fee cases, and contingent fee cases are common. Typical areas of practice include plaintiff's employment discrimination, civil rights, union representation, and environmental law.

My job is not in a law firm. What are the definitions for other employers?

BUSINESS/INDUSTRY: This category is broad and includes most employers that are not law firms, schools, or government organizations, as well as most instances of being self-employed (other than having set up your own solo law practice), including contract work for multiple law firms. Business employers are subdivided into 13 categories and do not refer to practice areas within law firms. Choose the one type of employer category that best describes your employer. If you have a job with a business that performs a function traditionally performed by government, such as child support enforcement, report the job in the "other" business category. If your job is with a law firm but is on a temporary basis through a staffing agency, report your job in the "legal temporary agency" category. If you are working for a bank, report it in the "investment banking/financial institution" category. The "other" category encompasses a wide range of profit and not-for-profit organizations such as retail establishments, private hospitals, and corporations of all sizes not falling into one of the specific categories listed.

For jobs in business, also indicate the type of job you hold, e.g., management, temporary attorney, in-house lawyer.

GOVERNMENT: For all government positions, you should report both the level of government (e.g., federal, state, or local) and the type of job or employment setting. The "military-other" category includes the Army Corps of Engineers and state National Guard units, in addition to any other non-JAG Corps civilian and uniformed positions. Prosecution encompasses representation or litigation on behalf of government in criminal or civil matters. These positions may be in the US Department of Justice, offices of state attorneys general, or local district attorneys' offices. Most government jobs that are not with the military, the legislative branch, the court system, or with an agency

honors program, are with an administrative or executive branch agency, such as the FTC, SEC, and USDA at the federal level, departments of labor and natural resources at the state level, and housing authorities and law enforcement at the local level. Note that positions in public education at any level are to be reported as education positions. Public defender or appellate defender jobs should be reported as public interest. Jobs with political campaigns should be reported under business — trade association or political campaign. Jobs with private employers but that involve provision of services sometimes performed by government — e.g., child support enforcement (functions sometimes contracted out) — should be reported using the appropriate private employer category rather than as government positions.

Local governments include county, municipal, and city governments, as well as special purpose entities such as local transit authorities and sanitation districts. Report non-court jobs with government in US Territories and the District of Columbia as state level jobs. Report judicial clerkships (or other court positions) with federal courts in these jurisdictions as federal level jobs. Report similar positions with lower courts (the equivalent of a state or local court in other jurisdictions) as state level jobs. Use the "other" government level category for jobs with tribal government, foreign governments, or the United Nations.

PUBLIC INTEREST: This category includes jobs funded by the Legal Services Corporation and other organizations offering civil legal services, jobs as public defender or appellate defender, and jobs with private nonprofit advocacy, religious, social service, fundraising, community resource, or cause-related organizations such as the Children's Defense Fund, United Way, and Red Cross chapters. It also includes nonprofit policy analysis and research organizations such as Brookings and the Heritage Foundation. Jobs with unions should be reported in the "other" category. The public interest category does not include jobs with trade associations (which should be reported in the business category) or public interest law firms (which should be reported in the law firm category).

EDUCATION: Positions may be at any level, from elementary to higher education, including at your own law school, and within either the private or public sector, e.g., private colleges, state universities, and local public education, and include both teaching and non-teaching or administrative positions.



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