Industries like Tech and Consulting have leveraged assessments and AI in hiring for years to great effect. According to NALP, 13% of law firms used a non-interviewing assessment in the 2022 recruiting cycle, up significantly from prior years. Additionally, the explosion of interest driven by ChatGPT is pushing forward-thinking law firms to more rapidly understand and adopt AI-based technologies across their businesses. These trends are driving change in the industry's posture towards adoption of these tools. Below we outline a road map for implementation in your recruiting cycle.

AI-Enabled Assessments: Implementation Checklist

01 Define the Problem Statement

- Discuss and gather input on problem (Hiring partners, affinity network leaders)
- Analyze internal data & benchmark against industry data
- Build consensus/approval around priorities/areas of focus with key stakeholders

02 Research and Select Vendor

- Identify & research more than one tool/vendor
- Conduct assessment vendor diligence (e.g. content, validation, implementation)
- Involve stakeholders (e.g. leadership, labor counsel, IT) early

03 Plan Implementation

- Identify which constituencies need to be involved
- Outline the recruiting workflow that includes an assessment tool
- Consider your communications plan (internal & external)
- Define what success looks like

04 Get Approval

- Sequence your approval steps to lean on broad support from final decision-maker
- Partner with your assessment vendor team
- Use data to support your case

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AI-Enabled Assessments: Implementation Checklist

05

Build, Prepare, Launch

- Prepare leadership to communicate internally about the initiative
- Survey current attorneys who are identified to be included in the data set
- Identify key performance metrics for the model (e.g., performance data, billables)
- Integrate assessment and results into hiring process
- Inform decision-makers (i.e., Hiring Committee) on using assessment scores

06

Revisit and Refine

- Analyze data annually with assessment provider
- Communicate with stakeholders to ensure continued support
- Review workflow and adjust
- Refine model – survey new hires and provide new performance data

Assessment Vendor Diligence Question Cheat Sheet

Assessment Content	• What does your assessment measure? • How was it designed?
Implementation	• What is involved in implementing it? • How do candidates get invited to take it? • Is it a single assessment for all firms or different by firm? • Who else is using it? • How do your customers use it in their process?
Validation	• How do you validate that it is working? • How do you ensure no adverse impact is being created? • Are you in compliance with AI laws? • What have some of the results been? • Can we speak to some of your partners?