

LEGAL RECRUITING SUMMIT ADDENDUM SURVEY

Completion of this survey, as well as NALP's *2014 Survey of Legal Employers on Fall Recruiting*, is required for all legal employers attending NALP's Legal Recruiting Summit. The surveys together are designed to capture data of interest to all attendees, and will allow us to share some new and unique information with Summit attendees. Note that some items are asked on both surveys. Please complete them in both places to facilitate analyses specifically for Summit attendees, as well as analyses which will be part of NALP's *Perspectives on Fall Law Student Recruiting* report and the related *Legal Recruiting Wrap-up* webinar.

Note: Only one set of surveys per office should be completed; participants from the same office should coordinate completion of the necessary surveys. Items marked with a red asterisk (*) must be completed.

Your responses to this survey are completely confidential. No information about your firm specifically or that could be attributed to your organization will be published.

If you need to go back to a previous page while working on the survey, use the 'Previous Page' button at the bottom of each page, NOT the back arrow in your browser. There is no need to click the 'Save' button unless you need to pause your work on the survey and return to it later. In this case click on the 'Save' button. This will save the answers you have entered so far and provide a link to complete the survey later. Be certain to make a note of this link so that you can use it later. It is not necessary to click on the 'Save' button to simply move through the survey.

Once you have submitted your survey you will automatically have the option to print a report of your answers, which you can print for your records. If you want this report, print it before closing the window and moving on. You will not be able to return to this report or have another chance to print this report once you have closed the window.

***** SURVEY DUE DATE: DECEMBER 5, 2014 *****

If you have questions, please contact Mary Beal at mbeal@nalp.org or Judith Collins at jcollins@nalp.org.

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* **1a.** Which office or offices are you reporting for on this survey?

Single (or only) office. Specify which office below.

Multiple, but not all, offices of the firm. Specify which offices below.

All domestic offices

* Specify the location of the office or offices included in this survey. If you are reporting firm-wide information, enter 'all'.

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Part I. Please answer the questions below based on your firm's or office's 2014 fall recruiting season for summer 2015.

* **2.** How many **write-in applicants** were invited for a screening interview for a summer 2015 position? (Write-in applicants are those whose resumes came in through a means other than OCI. A screening interview is a preliminary interview to determine whether someone will receive a call-back interview.)

[Report a single whole number, without dashes, letters, or other extraneous characters. You may enter "0".]

Number _____

* **3.** Please report the number of applicants invited in for callback interviews from **candidates seen through OCI**, the number who accepted their interview invitation, and the number who canceled or withdrew prior to their scheduled interview.

[For each, report a single whole number, without dashes, letters, or other extraneous characters. You may enter "0".]

Number invited _____

Number accepted _____

Number canceled or withdrew _____

* **4.** Typically, how do you staff your OCI interviews?

- One lawyer per interview schedule
- Two lawyers per interview schedule
- Other (please specify) _____

* **5.** This year, the lawyers who staffed the OCI interviews were primarily:

- Partners
- Associates
- Partner/associate teams
- Other (please specify) _____

* **6.** Who made the decisions about which 2Ls to invite for callbacks?
(Check all that apply)

- Recruiting department
- Hiring partner
- Hiring committee
- On-campus interviewer

Other (please specify) _____

* **7.** *Typically*, how long after the screening interview did you extend callbacks to your top candidates?

- Within 24 hours
- Within one week but not within 24 hours
- The timing was different for different schools
- The timing varied by applicant

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* **8.** Which best describes how you set a target number of callback interviews?

- We set a target number of callback interviews per school
- We set an overall total number of callback interviews
- We do not set a target number of callback interviews
- Other (please specify) _____

* **9.** How do you *typically* extend callback interview invitations? (Check all that apply)

- US mail
- Telephone call
- In person
- Email
- Text
- Other social media

* **10.** How do you typically schedule callback interviews with a candidate?

- Telephone call
- Email
- On-line calendar
- Other (please specify) _____

* **11.** *On average*, how quickly were callback invitations accepted?

- Within 24 hours
- Within 2-6 days
- Within 7-10 days
- More than 10 days later

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* **12.** *On average*, how many interviewers did candidates meet at their callback interview?

- 1 or 2
- 3
- 4
- 5
- 6 or more

* **13.** About how long did each interview session last?

- 20 minutes
- 30 minutes
- More than 30 minutes

* **14.** Does your callback interview format include taking the candidate to lunch?

- Yes, every candidate
- Yes, some candidates
- No

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- * **15.** Did you conduct one or more callback “super interview” days?
- No
 - Yes

15a. If yes, as a whole were those candidates who interviewed on a super interview day more likely or less likely to accept their offer, compared with candidates who did not participate in a super interview day:

- More likely to accept the offer
- Less likely to accept the offer
- There was not much difference between the two groups

Please comment on your response above.

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* **16.** For offers made to 2Ls for summer 2015 positions, how soon after the callback interview did you extend the majority of your offers?

- Within 24 hours
- Within 2-6 days
- After about a week
- The timing was different for different schools
- The timing was different for different applicants

* **17.** Before extending these offers, did you wait to complete a certain percentage of your callbacks?

- No
- Yes
- Process varies by school

17a. If yes, about what percentage of your callbacks did you conduct before extending offers?

- 25% or less
- 26-50%
- 51-75%
- More than 75%
- We generally wait to see all candidates from one school

* **18.** How did you initially extend the offer for summer employment?
(Check all that apply)

- US mail
- Telephone call
- In person
- Email
- Text
- Other social media

* **19.** By what date had you extended 75% of your offers?

By: _____

* **20.** Did you keep a wait list?

- Yes
- No

20a. If yes, did you tell candidates about your wait list?

- Yes
- No

20b. If yes, did you tell candidates their spot/priority your wait list?

- Yes
- No

* **21.** What percentage of candidates with offers came back to the firm for a "revisit" or "sell" visit? [Report a single whole number, without % signs, a decimal point, words or other extraneous characters. You may enter 0 (zero).]

Percent of candidates with offers who came back:

21a. If you had candidates come back for a revisit, as a whole were these candidates more likely or less likely to accept their offer compared to candidates who did not come back for a revisit?

- More likely to accept the offer
- Less likely to accept the offer
- There was not much difference between the two groups
- Not applicable--all candidates returned for a revisit

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- * **22.** Did your firm host one or more offer dinners?
 Yes
 No

22a. If yes, as a whole were candidates who attended the offer dinners more likely or less likely to accept their offer compared to candidates who did not attend an offer dinner?
 More likely to accept the offer
 Less likely to accept the offer
 There was not much difference between the two groups
 Not applicable--all candidates attended the offer dinner

* **23.** Please report the following figures about your offers for summer employment. [For each, report a single whole number, without dashes, words or other extraneous characters. You may enter 0 (zero).]

23a. Total number of offers extended _____

23b. Number of offers accepted _____

23c. Number of offers declined _____

23d. Number of offers for which you never received a response

* **24.** How many responses to offers were received in each time period below? Counts should add to the total number of offers reported in 23a above. [Report a single whole number in each category below, without dashes, words or other extraneous characters. You may enter 0 (zero).]

Within 24 hours _____

Within 2-7 days _____

Within 8-14 days _____

Within 15-27 days _____

At 28 days _____

Never responded _____

- * **25.** Did your firm make any offers before OCI started?
 Yes
 No

25a. If yes, to whom were these offers made? (Check all that apply)
 Diversity candidates
 Candidates from non-OCI schools
 Local candidates

- Top candidates
- Other (please specify) _____

25b. Please report the following figures about offers extended before OCI.

[For each, report a single whole number, without dashes, words or other extraneous characters. You may enter 0 (zero).]

How many offers were extended before OCI? _____

How many of these pre-OCI offers were accepted?

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Diversity Employment Initiatives

*** 26.** Do you have a 1L diversity summer employment opportunity? (This is defined as a formal program with the stated intention of hiring candidates from traditionally under-represented groups for a summer position. This position may or may not be related to a diversity scholarship program.)

- Yes
- No

26a. If yes, how many summer employment opportunities did you award in the most recent cycle? [Report whole numbers below without dashes, words or other extraneous characters. You may enter 0.]

Number _____

*** 27.** Do you have a 2L diversity summer employment opportunity? (This is defined as a formal program with the stated intention of hiring candidates from traditionally under-represented groups for a summer position. This position may or may not be related to a diversity scholarship program.)

- Yes
- No

27a. If yes, how many summer employment opportunities did you award in the most recent cycle? [Report whole numbers below without dashes, words or other extraneous characters. You may enter 0.]

Number _____

*** 28.** Do you have a 1L diversity scholarship program?

- Yes
- No

28a. If yes, what is the average amount awarded per scholarship? [Report a whole number without \$ signs, dashes, words or other extraneous characters. You may enter 0.]

\$ _____

*** 29.** Do you have a 2L diversity scholarship program?

- Yes
- No

29a. If yes, what is the average amount awarded per scholarship?
[Report a whole number without \$ signs, dashes, words or other
extraneous characters. You may enter 0.]

\$ _____

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Part II--Please comment on the following

30. What was your biggest pet peeve from the most recent recruiting season?

31. What impact did the Part V changes (14-day reaffirmation) have on your recent recruiting season? Did you refer to it in your offer letters? Did you rescind offers as a result? Or did your firm opt not to use this provision?

32. Describe what types of student outreach you will be conducting in the spring of 2015.

*** 33.** At how many schools will your firm sponsor events in the 2014-15 school year?

34. What services do you wish law schools would provide to employers during the OCI process?

35. What do you wish law schools would do to better prepare law students for the interview season?

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Part IV--Demographic information

* **36.** Firm size (# of lawyers in the United States)

- 50 or fewer
- 51-100
- 101-250
- 251-500
- 501+

* **37.** Number of offices in the United States [Report a single whole number without commas, words or other extraneous characters.]

Number of offices _____

* **38.** Office size (# of lawyers in office completing survey)

- 25 or fewer
- 26-50
- 51-100
- 101-250
- 251-500
- 501+

* **39.** We ask for the name of the person completing this survey and the firm name and location in case follow-up is needed and as a cross-check with summit attendees. Your responses will remain confidential and no information that could be attributed to you or your firm will be published.

* Your name _____

* Firm name _____

* City _____

* State _____

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