



# 2025 Canadian Law School Career Services Survey

**ABOUT THE SURVEY** This survey collects information that is the basis for the only national benchmarking report on career service salaries and staffing levels. The value of this resulting biennial report and amount of information it contains depends on your law school's participation in the survey. The full report will be available later this year on a password-protected page on NALP's website. Members will be notified when it is published.

Information should reflect status as of May 1, 2025, or where a specific date is not indicated, as of the 2024-2025 academic year. All information submitted will remain confidential and no analyses that would reveal the identity of an individual law school will be published.

If you need to go back to a previous page while working on the survey, use the back button at the bottom of each page. Unless otherwise noted, enter whole numbers only where numeric figures are requested.

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

Thank you for your participation!

**SURVEY DUE DATE:** Friday, July 25th, 2025.

Questions? Contact NALP's research team at [research@nalp.org](mailto:research@nalp.org).

**As always, your data are completely confidential.** No information about your school specifically or that could be attributed to your school will be published.



**I. GENERAL LAW SCHOOL AND OFFICE CHARACTERISTICS.**

1. Law School City:

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1a. Law School Province:

- Alberta
- British Columbia
- Quebec
- Manitoba
- New Brunswick
- Nova Scotia
- Ontario
- Saskatchewan

2. Fall 2024 JD/LLB enrollment (all classes and including joint degree programs). Enter whole numbers only. If you don't have any students within a category, enter "0".

- Full-time/day students: \_\_\_\_\_
- Part-time/evening students: \_\_\_\_\_
- Graduate student enrollment (including research and course-based LLM and PhD students): \_\_\_\_\_



3. Please provide information on the number of staff -- professional, support, and temporary -- in your career services office as of May 1, 2025, unless otherwise specified.

Professional staff include those with day-to-day responsibility for career services activities. This count should not include assistant or associate deans who have only oversight responsibilities, and not daily participation in career services. Support staff include administrative assistants, secretaries, receptionists, and clerical staff.

Use the first five lines to report full-time employees in each category. Use the next five lines to report part-time employees in each category.

Use the final two lines to report student volunteers and other staff members not included in the above categories.

If your office has a staff member(s) who splits time between your office and another, count that staff person as part-time here.

Enter whole numbers only. Enter "0" if category is not applicable.

- Professional -- regular payroll, **full-time:** \_\_\_\_\_
- Support staff, **full-time:** \_\_\_\_\_
- Paid student assistants -- Summer 2024, **full-time:** \_\_\_\_\_
- Paid student assistants -- Fall 2024, **full-time:** \_\_\_\_\_
- Paid student assistants -- Spring 2025, **full-time:** \_\_\_\_\_
- Professional -- regular payroll, **part-time:** \_\_\_\_\_
- Support staff, **part-time:** \_\_\_\_\_



Paid student assistants -- Summer 2024, **part-time**:

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Paid student assistants -- Fall 2024, part-time:

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Paid student assistants -- Spring 2025, **part-time**:

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Student volunteers (i.e., Careers Committee):

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Other staff members not included above (describe below):

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3b. Describe any "other" staff:

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4. Of the part-time professional staff reported in Question 3, how many are part-time career counselors or career advisors? (If your office does not have any part-time career counselors or advisors, please enter 0.)

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5. Does your office have a staff position whose duties primarily encompass employer outreach?

Yes

No

6. Does your office have a staff position whose duties primarily encompass alumni counseling?

Yes

No

7. Does your faculty have a staff position, inside or outside of the careers office, whose duties primarily encompass wellness or personal counseling?

Yes

No

8. Who provides judicial clerkship advising at your school? Check all that apply.

Designated CSO staff

Any available CSO counselor/staff

Clerkship advising is independent of CSO (e.g., faculty committee)

Other (please specify)

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9. Who provides career counseling to graduate students (including research-based or course-based LL.M.s or Ph.D.s) at your law school? Check all that apply. However, if your law school does not have graduate students, check only "Not Applicable."

- Designated CSO staff
- Any available CSO counselor/staff
- Graduate student office/program staff person
- Other, e.g., faculty (please specify):

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- Not applicable, our law school does not have graduate students

10a. Does your law school offer any additional degrees for non-law graduates (e.g., a one-year master's degree in law or legal studies (MLS))?

- Yes
- No

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10b. Who provides career counseling to these master's degree students? Check all that apply.

- Designated CSO staff
- Any available CSO counselor/staff
- Another office in the law school, e.g., the MLS program office
- Graduate career center outside of the law school
- Other (please specify):  
\_\_\_\_\_

11. Who provides public interest/government counseling? Check all that apply.

- Designated CSO staff
- Any available CSO counselor/staff
- Staff in separate public interest office
- Other (please specify):  
\_\_\_\_\_



## II. PROFESSIONAL AND SUPPORT STAFF INFORMATION.

12. Please provide the information requested in the following pages for each professional and support staff member in your office as of May 1, 2025.

Note that full-time refers to each individual's job as a whole, even if not all time is spent on career services activities. So, individuals (if any) who work full-time but split time between your office and another should be reported as full-time here. If a position is vacant, but hiring is authorized, please provide the title and the expected salary, and indicate that the position is vacant by including "vacant" in the title field.

Start with the primary professional, that is the person with day-to-day responsibilities for office operations (typically the associate dean, assistant dean, or director). Then list additional professional staff in rank order by title, followed by support staff. Use as many pages as needed to list staff by selecting "Yes" to the final question on the page. Once you have completed a page for each professional staff member, select "No" to that final question, and the survey will skip to the last set of questions.

Please provide full titles, e.g., Director of Career Services and Professional Development. If you are in a solo or small office, you will only report one or two positions; a large office will report several more.

Years in the field refer to years as a legal career professional with either a legal employer, a law school, or as a private career coach. Do not include time spent as a practicing lawyer or in related positions such as search firm/head hunter, curriculum development, undergraduate or other career services or recruiting, human resources, or a previous position(s) with the current employer that did not involve legal careers/career services.

If you are completing this portion of the survey in cooperation with the Career Services Office, please be certain that you understand which individual is being reported as Staff #1, Staff #2, etc.

NALP guarantees the confidentiality of all information provided. No specific information about your school that could be attributed to your school or an individual will be published.



STAFF PERSON #1

Full title: \_\_\_\_\_

This position is:

- Professional Full-time
- Professional Part-time
- Support Full-time
- Support Part-time

JD/LLB?

- Yes
- No

Please enter any additional advanced degree(s) completed, if applicable:

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Salary (Canadian \$/per year) for full-time staff. Enter whole numbers only.

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Experience in the field for professional staff only. (Do not include time spent as a practicing lawyer or in related positions such as search firm/head hunter, curriculum development, undergrad or other career services or recruiting, human resources, or a previous position(s) with the current employer that did not involve legal careers/career services.) Report figures to the nearest half year, using a decimal point, e.g., 6.5.

Years in present position:

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Years in field (**including present position**, and both school and employer experience):

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Experience as a practicing lawyer?

Yes

No

Is this staff member currently a licensed lawyer?

Yes -- Practicing member of a provincial law society

Yes -- Non-practicing member of a provincial law society

No -- Not a member of a provincial law society

N/A -- Not currently or ever admitted to the bar



Which of the job duties listed below does this staff member also perform? Check all that apply.

- Recruitment initiatives (including OCIs and Career Fairs)
- Employer outreach
- Development and fundraising
- Management (i.e., human resources, budgeting, other administrative duties)
- Experiential learning or law co-op programs
- Wellness or personal counseling
- Other (please specify):  
\_\_\_\_\_

Add another staff member?

- Yes
- No

**(If “yes” questions will repeat to allow for reporting of up to 8 staff members)**



13a. To whom does the primary career services professional (the first individual identified previously) report directly? That is, who is their immediate supervisor?

- Law school Dean
- Law school Associate Dean
- Law School Assistant Dean
- Other law school administrator (please specify):

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- Other (please specify): \_\_\_\_\_

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13b. Which other departments/offices of the law school also report to that immediate supervisor? Check all that apply.

- All other offices
- Admissions
- Registrar
- Student services
- Financial aid
- Development
- Business/Finance
- Other (please specify):  

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- None

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14. How are staff salaries funded at your law school? Check all that apply.

- From revenue generated by the career services office (i.e., the office staff is entirely self-funded)
- From a centralized law school staff salary fund
- Student fees
- Other (please specify):  

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15. Does your law school pay for any of the following benefits for professional staff members? Check all that apply.

- Association memberships (if yes, specify which ones in the space provided below)
- Industry conferences (if yes, specify which ones in the space provided below)
- Laptop
- Corporate credit card
- Parking
- Remote network access (for working remotely)
- Cell phone
- Tablet



Specify paid association memberships:

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Specify paid industry conferences:

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16. Does your law school pay for any of the following benefits for support staff members? Check all that apply.

- Association memberships (if yes, specify which ones in the space provided below)
- Industry conferences (if yes, specify which ones in the space provided below)
- Laptop
- Corporate credit card
- Parking
- Remote network access (for working remotely)
- Cell phone
- Tablet

Specify paid association memberships:

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Specify paid industry conferences:

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**III. OFFICE CHANGES SINCE MAY 2023.**

For each of the following changes, please indicate whether your office has experienced the change since the 2023 survey, and if so, whether the change was temporary, or expected to be temporary.

17a. Position(s) in the office eliminated:

- No
- Yes, (specify position(s)):  
\_\_\_\_\_
- If yes, change was temporary or is expected to be temporary

17b. Position(s) in the office added:

- No
- Yes, (specify position(s)):  
\_\_\_\_\_
- If yes, change was temporary or is expected to be temporary

17c. Position(s) changed from part-time to full-time:

- No
- Yes, (specify position(s)):  
\_\_\_\_\_
- If yes, change was temporary or is expected to be temporary



17d. Position(s) changed from full-time to part-time:

- No
- Yes, (specify position(s)):  
\_\_\_\_\_
- If yes, change was temporary or is expected to be temporary

17e. Office budget reduced:

- No
- Yes
- If yes, change was temporary or is expected to be temporary

17f. Office budget increased:

- No
- Yes
- If yes, change was temporary or is expected to be temporary

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17g. Staff furloughs:

- No
- Yes
- If yes, change was temporary or is expected to be temporary

17h. Responsibilities/duties have been added to the CSO's portfolio (either previously existing or newly created programs/initiatives):

- No
- Yes, (specify addition(s)):  
\_\_\_\_\_
- If yes, change was temporary or is expected to be temporary

17i. Responsibilities/duties have been removed from the CSO's portfolio:

- No
- Yes, (specify removal(s)):  
\_\_\_\_\_
- If yes, change was temporary or is expected to be temporary

17j. Initiated or increased programming related to student mental or physical well-being:

- No
- Yes
- If yes, change was temporary or is expected to be temporary

17k. Initiated or increased programming related to student professional development:

- No
- Yes
- If yes, change was temporary or is expected to be temporary

17l. Travel authority/budget reduced or eliminated:

- No
- Yes
- If yes, change was temporary or is expected to be temporary



17m. Travel authority/budget increased:

- No
- Yes
- If yes, change was temporary or is expected to be temporary

17n. Decrease in funds for staff professional development/conferences:

- No
- Yes
- If yes, change was temporary or is expected to be temporary

17o. Increase in funds for staff professional development/conferences:

- No
- Yes
- If yes, change was temporary or is expected to be temporary

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17p. Other:

No

Yes (please specify):

If yes, change was temporary or is expected to be temporary

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**IV. HYBRID/VIRTUAL SERVICES.** The following questions concern hybrid and remote work policies for your career services office.

18a. What format best describes your CSO's current work environment?

- 100% on-site/in-person
- Hybrid, employees may work a portion of their time virtually and a portion of their time on-site
- 100% virtual
- Other (please describe): \_\_\_\_\_

18b. If your office has a hybrid work environment, how many in-office days are required during a typical week?

- 4 days
- 3 days
- 2 days
- 1 day
- As needed
- There are no set number of days expected
- Other (please describe): \_\_\_\_\_



18c. If your CSO has a fully remote or hybrid work environment, which of the following best describes your remote/hybrid work policy?

- The policy is a formal, written policy
- The policy is informal, without formal documentation
- Other (please describe): \_\_\_\_\_

19. During the 2024-25 academic year, what percentage of your counseling appointments were conducted virtually?

- 0-25%
- 26-50%
- 51-75%
- 76-100%
- Not sure

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**V. ADDITIONAL COMMENTS.**

20. Please share any significant changes, challenges, or enhancements that have affected the operations or mission of your office since May 1, 2024.

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