

# STATE BAR OF TEXAS

## DEPARTMENT OF RESEARCH & ANALYSIS



## 2014 PARALEGAL DIVISION COMPENSATION SURVEY

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## **2014 Paralegal Division Compensation Survey**

The information in this report was gathered electronically in the 2014 State Bar of Texas Paralegal Division Compensation Survey, which was available to the members of the State Bar of Texas Paralegal Division and other invited groups from August 4, 2014 through September 15, 2014. The survey was administered by the Paralegal Division. There were 1,212 completed surveys that were used for this report.

## ***Summary Findings***

### **Firm/Organization Structure:**

- Top 3 Firm/Organization Types Reported: Law Firms (75%), Corporation/Legal Departments (15%), and Government Entities (8%).
- Top 3 Areas of Law Reported: Litigation (41%), Family Law (25%), and Personal Injury Law (20%).
- Median Number of Paralegals in Firm/Organization: 4 Paralegals
- Median Number of Attorneys in Firm/Organization: 8 Attorneys

### **Salary Structure (Full-Time Paralegals):**

- 2014 Median Gross Annual Salary: \$54,739 (An increase of 6 percent from 2010)
- 2014 Median Starting Annual Salary: \$32,273 (An increase of 18 percent from 2010)
- Median Salary Increase in 2014: 3 percent
- Median bonus for the 73% who received a bonus: \$2,632 (An increase of 23 percent from 2010)

### **Billing:**

- 71 percent of paralegals reported that their billable hours were charged at an hourly rate.
- Median Hourly Rate (Full-Time Paralegals): \$121 (An increase of 11 percent from 2010)

### **Education/Experience/Professionalism:**

- Top 3 paralegal training received: On the job training (56%), Paralegal Certificate Program (43%), and Associates Degree in Paralegal Studies (26%).
- Top 3 Highest Levels of Education Reported: Bachelor's Degree (39%), Associates Degree (24%), and Less than 2 years of College (13%).
- Median Years of Experience: 18 Years
- Median Years of Work in Law: 19 Years
- Median Years with Present Employer: 6 Years

### **Benefit Package:**

- Median days of sick/personal per year: 7 Days
- Median days of vacation per year: 12 Days
- Median days of holidays per year: 8 Days
- Top 3 Insurance Benefits Provided by Employer: Medical Insurance – Self (74%), Life Insurance – Self (52.4%), Dental Insurance – Self (49%)
- Top 3 Retirement or Pension Plans Provided by Employer: 401(k) (64%), Profit Sharing/Stock Ownership Plan (13%), Mutual Fund Plans (3%)

### **Professional Benefits:**

- 71 percent of employers provide paid CLE.
- Median hours of paid CLE provided: 13 Hours
- 73 percent of employers paid professional dues
- 67 percent of employers support active participation in one or more professional association
- 57 percent of employers provided technology training.

### **Demographics:**

- Race/Ethnicity: 75 percent White, 13 percent Hispanic/Latino, 5 percent Black/African-American
- Sex: 95 percent female
- Median Age: 49 Years

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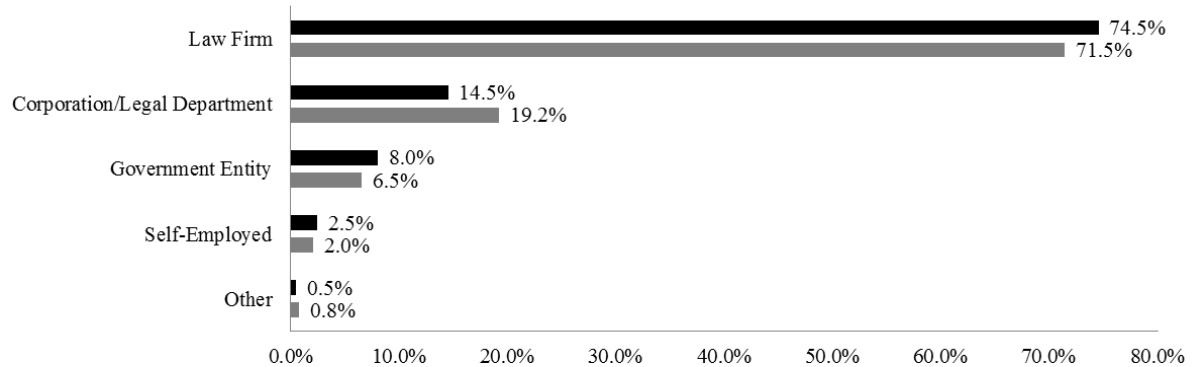
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***Firm/Organization Structure***

What type of organization are you employed by?

**Figure 1  
Organization Type**



	Other	Self-Employed	Government Entity	Corporation/Legal Department	Law Firm
■ 2014	0.5%	2.5%	8.0%	14.5%	74.5%
■ 2010	0.8%	2.0%	6.5%	19.2%	71.5%

**Check up to three major areas of law in which you work**

Numbers in the table below are percentages of respondents selecting a particular area of law.

Respondents were allowed to up to three selections. Note that percentages will not sum to 100, as respondents were allowed more than one selection

**Table 1  
Practice Area**

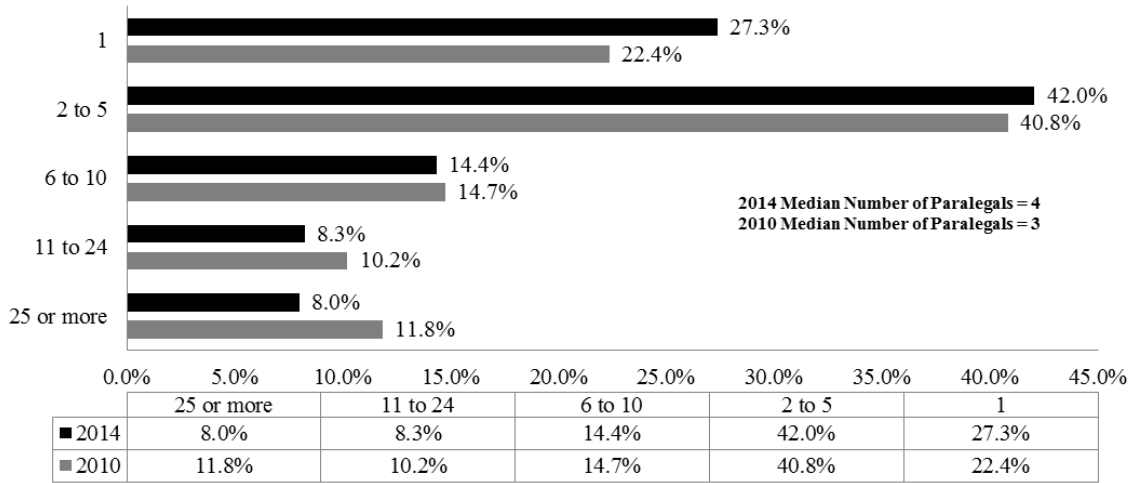
Paralegals by Practice Area (All Districts)

	2010 (N=1,425)	2014 (N=1,212)	2010 to 2014 Difference
Administrative Law	6.0%	5.7%	0.7%
Banking/Finance	--	3.2%	0.4%
Commercial/Contract Law	16.0%	11.8%	-0.2%
Corporate Law	17.8%	13.7%	-1.6%
Criminal Law	8.9%	10.0%	3.0%
Elder Law	--	1.3%	0.3%
Estate Planning/Probate Law	11.1%	15.0%	3.4%
Family Law	21.3%	25.1%	10.0%
Insurance Law	7.9%	6.4%	-0.6%
Intellectual Property Law	7.2%	6.3%	-0.6%
Labor/Employment Law	9.5%	9.8%	3.2%
Litigation	42.6%	41.2%	-5.2%
Medical Malpractice Law	5.3%	5.4%	-2.1%
Oil, Gas, and Mineral Law	--	7.3%	3.7%
Personal Injury Law	19.9%	19.9%	0.0%
Products Liability Law	6.0%	5.5%	-1.0%
Real Estate Law	11.1%	11.1%	-0.8%
Toxic Tort	2.9%	1.2%	-4.9%
Other	12.6%	13.0%	0.4%

***Firm/Organization Structure Continued***

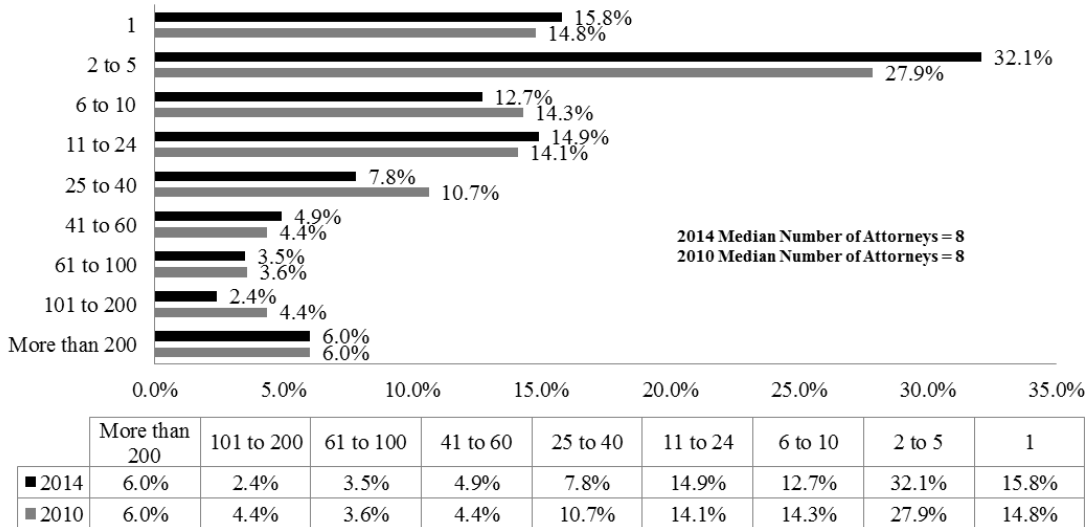
**How many paralegals are in your organization/firm?**

**Figure 2  
Number of Paralegals**



**How many attorneys are in your organization/firm?**

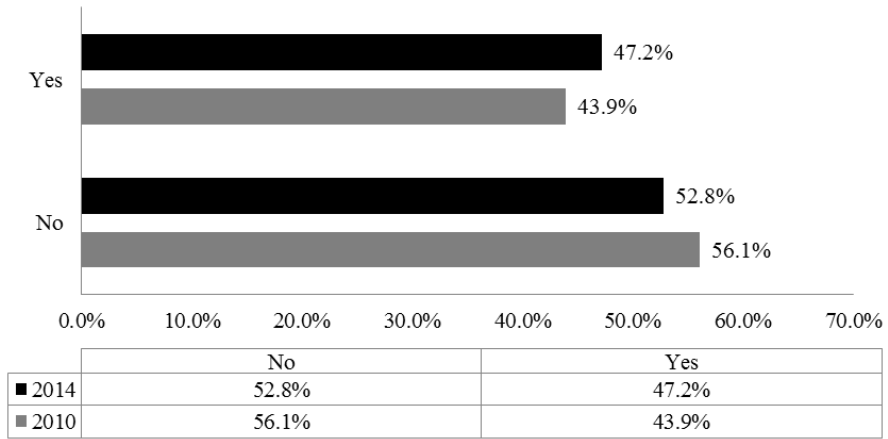
**Figure 3  
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*Firm/Organization Structure Continued*

Do you have the ability to telecommute at your organization?

**Figure 4**  
Ability to Telecommute





## Salary Structure

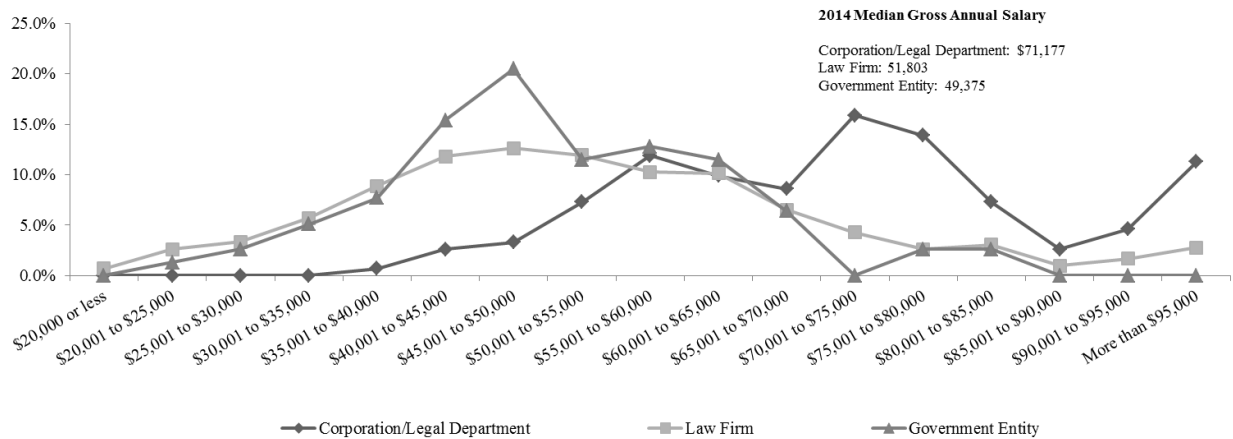
**What is the gross amount of your annual base salary?**

The following tables or graphs are for full time employees only.

**Table 2  
Annual Base Salary**

2014 Gross Annual Base Salary by Employer Type: All Districts Full-Time Employees Only			
Gross Annual Salary	Percentage Responding		
	Corporation/Leg (N = 151)	Law Firm (N = 720)	Government (N = 78)
\$20,000 or less	0.0%	0.7%	0.0%
\$20,001 to \$25,000	0.0%	2.6%	1.3%
\$25,001 to \$30,000	0.0%	3.3%	2.6%
\$30,001 to \$35,000	0.0%	5.7%	5.1%
\$35,001 to \$40,000	0.7%	8.9%	7.7%
\$40,001 to \$45,000	2.6%	11.8%	15.4%
\$45,001 to \$50,000	3.3%	12.6%	20.5%
\$50,001 to \$55,000	7.3%	11.9%	11.5%
\$55,001 to \$60,000	11.9%	10.3%	12.8%
\$60,001 to \$65,000	9.9%	10.1%	11.5%
\$65,001 to \$70,000	8.6%	6.5%	6.4%
\$70,001 to \$75,000	15.9%	4.3%	0.0%
\$75,001 to \$80,000	13.9%	2.6%	2.6%
\$80,001 to \$85,000	7.3%	3.1%	2.6%
\$85,001 to \$90,000	2.6%	1.0%	0.0%
\$90,001 to \$95,000	4.6%	1.7%	0.0%
More than \$95,000	11.3%	2.8%	0.0%
<b>2014 Median Gross Annual Salary</b>	<b>\$71,771</b>	<b>\$51,803</b>	<b>\$49,375</b>
<b>2010 Median Gross Annual Salary</b>	<b>\$66,852</b>	<b>\$48,641</b>	<b>\$45,751</b>
<b>2010 to 2014 Difference</b>	<b>\$4,919</b>	<b>\$3,162</b>	<b>\$3,624</b>

**Figure 5  
Annual Base Salary**



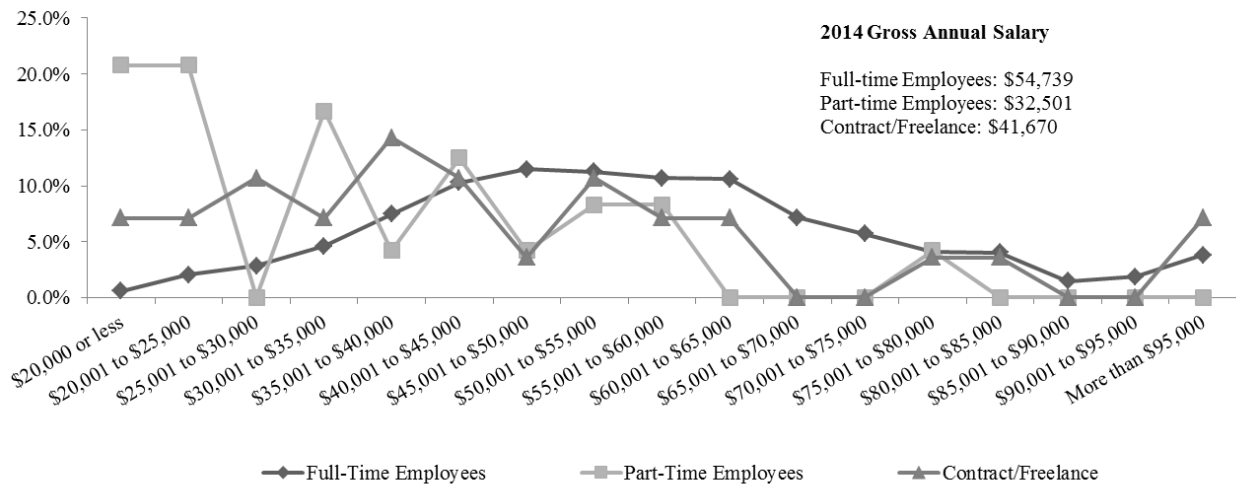
**Salary Structure Continued**

What is the gross amount of your annual base salary?

**Table 3  
Annual Base Salary**

2014 Gross Annual Base Salary by Employment Status: All Districts			
Gross Annual Salary	Percentage Responding		
	Full-Time Employees (N = 1,020)	Part-Time Employees (N = 24)	Contract/ Freelance (N = 28)
\$20,000 or less	0.6%	20.8%	7.1%
\$20,001 to \$25,000	2.1%	20.8%	7.1%
\$25,001 to \$30,000	2.8%	0.0%	10.7%
\$30,001 to \$35,000	4.6%	16.7%	7.1%
\$35,001 to \$40,000	7.5%	4.2%	14.3%
\$40,001 to \$45,000	10.3%	12.5%	10.7%
\$45,001 to \$50,000	11.5%	4.2%	3.6%
\$50,001 to \$55,000	11.3%	8.3%	10.7%
\$55,001 to \$60,000	10.7%	8.3%	7.1%
\$60,001 to \$65,000	10.6%	0.0%	7.1%
\$65,001 to \$70,000	7.2%	0.0%	0.0%
\$70,001 to \$75,000	5.7%	0.0%	0.0%
\$75,001 to \$80,000	4.1%	4.2%	3.6%
\$80,001 to \$85,000	4.0%	0.0%	3.6%
\$85,001 to \$90,000	1.5%	0.0%	0.0%
\$90,001 to \$95,000	1.9%	0.0%	0.0%
More than \$95,000	3.8%	0.0%	7.1%
2014 Median Gross Annual Salary	\$54,739	\$32,501	\$41,670
2010 Median Gross Annual Salary	\$51,571	\$31,251	\$45,000
2010 to 2014 Difference	\$3,168	\$1,250	-\$3,330

**Figure 6  
Annual Base Salary**



**Salary Structure Continued**

What is the gross amount of your annual base salary?

**Table 4  
Annual Base Salary**

Metropolitan Statistical Area (MSA)	2010 to 2014 Paralegal Salaries by MSA: Full-Time Paralegals		2010 to 2014 Change	
	2010	2014	Difference	Percent Change
Houston-The Woodlands-Sugarland MSA	\$59,583 (N = 346)	\$64,524 (N = 182)	\$4,941	8.3%
Dallas-Fort Worth-Arlington MSA	\$56,714 (N = 357)	\$58,750 (N = 268)	\$2,036	3.6%
Austin-Round Rock MSA	\$59,750 (N = 179)	\$59,355 (N = 202)	-\$395	-0.7%
San Antonio-New Braunfels MSA	\$45,000 (N = 100)	\$52,188 (N = 67)	\$7,188	16.0%
El Paso MSA	\$41,876 (N = 42)	\$47,251 (N = 47)	\$5,375	12.8%
Corpus Christi MSA	\$38,750 (N = 11)	\$46,251 (N = 12)	\$7,501	19.4%
Beaumont-Port Arthur MSA	\$42,292 (N = 45)	\$44,643 (N = 23)	\$2,351	5.6%
Central Texas MSAs	\$33,334 (N = 44)	\$42,501 (N = 23)	\$9,167	27.5%
East & NE Texas MSAs	\$41,251 (N = 82)	\$39,615 (N = 70)	-\$1,636	-4.0%
South Texas MSAs	\$41,251 (N = 13)	\$48,500 (N = 13)	\$7,249	17.6%
West Texas MSAs	\$44,039 (N = 71)	\$43,215 (N = 65)	-\$824	-1.9%
Non-Metro Areas	\$34,063 (N = 35)	\$43,500 (N = 25)	\$9,437	27.7%
All Full-Time Paralegals	\$51,571 (N = 1,324)	\$54,739 (N = 1,020)	\$3,168	6.1%

If you began work during the past year with no prior legal experience, what was your starting base salary?

**Table 5  
Starting Base Salary**

Starting Annual Base Salary Full-Time Employees Only	
	Percentage Responding All Districts (N = 104)
Less than \$20,000	13.5%
\$20,001 to \$25,000	23.1%
\$25,001 to \$30,000	17.3%
\$30,001 to \$35,000	21.2%
More than \$35,000	25.0%
2014 Median Starting Annual Salary	\$32,273
2010 Median Starting Annual Salary	\$27,301
2010 to 2014 Difference	\$4,972

*Salary Structure Continued*

How frequently do you receive a salary review?

**Table 6**  
**Salary Review Frequency**

Frequency of Salary Review Full Time Employees Only			
	2010 Percentage Responding All Districts (N = 1,312)	2014 Percentage Responding All Districts (N = 1,018)	2010 to 2014 Difference
Every six months	2.0%	2.0%	0.0%
Once a year	61.3%	57.9%	-3.4%
No set schedule	23.2%	25.8%	2.6%
Unknown	7.8%	8.5%	0.7%
Not Applicable	5.7%	5.8%	0.1%

Does your employer compensate for overtime?

**Table 7**  
**Overtime Compensation**

Compensation for Overtime Full-Time Employees Only			
	2010 Percentage Responding All Districts (N = 1,313)	2014 Percentage Responding All Districts (N = 1,022)	2010 to 2014 Difference
Yes	63.8%	61.8%	-2.0%
No	31.2%	32.0%	0.8%
Unknown	1.2%	1.0%	-0.2%
Not Applicable	3.8%	5.2%	1.4%

**Salary Structure Continued**

If you are compensated for overtime, select the way(s) in which it is disbursed.

**Table 8**  
**Overtime Disbursement**

Overtime Disbursement			
Full-Time Employees Only			
	2010 Percentage Responding All Districts (N = 980)	2014 Percentage Responding All Districts (N = 658)	2010 to 2014 Difference
Paid overtime at a straight salary rate	9.0%	9.7%	0.7%
Paid overtime at a higher rate	71.6%	69.9%	-1.7%
Choice of pay or time off	5.3%	7.9%	2.6%
Compensatory time off	12.8%	10.9%	-1.9%
Not applicable	1.2%	1.5%	0.3%

In your position as a paralegal, is there a possibility of a promotion within your firm/organization?

**Table 9**  
**Possibility of Promotion**

Possibility of Promotion within Firm			
Full-Time Employees Only			
	2010 Percentage Responding All Districts (N = 1,312)	2014 Percentage Responding All Districts (N = 1,020)	2010 to 2014 Difference
Yes	14.3%	15.6%	1.3%
No	75.5%	76.6%	1.1%
Unknown	10.2%	7.8%	-2.4%

Is there a maximum salary for your position?

**Table 10**  
**Maximum Salary**

Maximum Salary for Position			
Full-Time Employees Only			
	2010 Percentage Responding All Districts (N = 1,315)	2014 Percentage Responding All Districts (N = 1,019)	2010 to 2014 Difference
Yes	16.7%	14.7%	-2.0%
No	26.3%	27.0%	0.7%
Unknown	56.3%	57.5%	1.2%
Not Applicable	0.7%	0.8%	0.1%

*Salary Structure Continued*

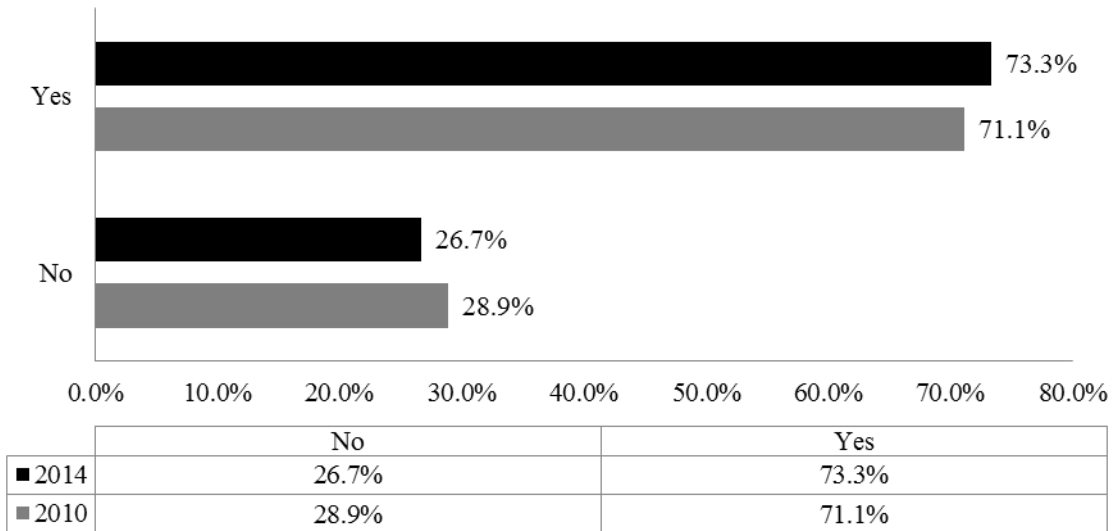
What is the percentage amount of your salary increase in 2014 (over what you earned in 2013)?  
(Including cost of living increase or merit increase, but not bonuses or overtime)?

**Table 11**  
**Salary Increase**

Percentage Salary Increase in 2014 (Over prior year salary)			
Full-Time Employees Only			
	2010 Percentage Responding All Districts (N = 1,284)	2014 Percentage Responding All Districts (N = 1,006)	2010 to 2014 Difference
0-1%	35.2%	29.7%	-5.5%
2-4%	36.4%	38.3%	1.9%
5-6%	7.2%	8.4%	1.2%
7-8%	1.9%	2.9%	1.0%
9-10%	2.3%	3.2%	0.9%
More than 10%	2.3%	3.5%	1.2%
Not applicable	14.7%	14.0%	-0.7%
<b>Median Percent Salary Increase</b>	<b>3%</b>	<b>3%</b>	<b>0.0%</b>

Did you receive a bonus(es) in 2013?

**Figure 7**  
**2013 Bonus**



*Salary Structure Continued*

If you received a bonus(es) in 2013, what was the total dollar amount of your bonus(es) in 2013?

**Table 12**  
**2013 Bonus Amount**

Total Dollar Amount of Bonus Full-Time Employees Only (Who Received Bonus)			
	2010 Percent Responding All Districts (N = 921)	2014 Percent Responding All Districts (N = 729)	2010 to 2014 Difference
\$1,000 or less	27.9%	20.7%	-7.2%
\$1,001 - \$2,500	28.9%	27.8%	-1.0%
\$2,501 - \$5,000	21.8%	27.6%	5.7%
\$5,001 - \$7,500	8.4%	8.1%	-0.3%
\$7,501 - \$10,000	5.2%	6.9%	1.6%
More than \$10,000	7.6%	8.8%	1.2%
Not applicable	0.2%	0.1%	-0.1%
<b>Median Bonus</b>	<b>\$2,148</b>	<b>\$2,632</b>	<b>\$484</b>

If you received a bonus(es), how is your bonus(es) determine?

How Bonus was Determined Full-Time Employees Only (Who Received a Bonus)			
	2010 Percentage Responding All Districts (N = 928)	2014 Percentage Responding All Districts (N = 734)	2010 to 2014 Difference
Performance/merit	44.1%	41.1%	-3.0%
Length of time with employer	34.4%	19.8%	-14.6%
Set dollar amount	14.0%	14.3%	0.3%
By percentage or formula	20.7%	18.3%	-2.4%
Number of hours billed	12.5%	15.4%	2.9%
Income earned for your employer	18.2%	19.5%	1.3%
Unknown	26.2%	29.4%	3.2%
Not Applicable	1.4%	2.2%	0.8%

**Billing**

Are you required to bill a minimum number of hours?

**Table 13**  
**Minimum Billing Requirement**

Have a Minimum Billing Requirement Full-Time Employees Only			
	2010 Percentage All Districts (N = 1,317)	2014 Percentage All Districts (N = 1,022)	2010 to 2014 Difference
Yes	28.3%	28.6%	0.3%
No	62.0%	60.2%	-1.8%
Not Applicable	9.6%	11.3%	1.7%

**If you have a billable requirement, how many hours per week are you required to bill?**

The table below includes only respondents who indicated they have a minimum billing requirement.

**Table 14**  
**Minimum Billable Hours Requirement**

Minimum Billable Hours Requirement Full-Time Employees Only			
	2010 Percentage All Districts (N = 368)	2014 Percentage All Districts (N = 292)	2010 to 2014 Difference
0-20 hours	9.5%	10.3%	0.8%
21-30 hours	24.5%	30.5%	6.0%
31-40 hours	59.8%	54.5%	-5.3%
41+ hours	3.8%	4.1%	0.3%
Not applicable	2.4%	0.7%	-1.7%
Median Billable Hours Requirement	33	33	0



***Billing Continued***

**If you have a billable requirement, are you required to account for administrative hours?**

The table below includes only respondents who indicated they have a minimum billing requirement.

**Table 15**  
**Minimum Administrative Hours Requirement**

Required to Account for Administrative Hours Full-Time Employees Only			
	2010 Percentage All Districts (N = 366)	2014 Percentage All Districts (N = 289)	2010 to 2014 Difference
Yes	66.4%	61.9%	-4.5%
No	31.4%	36.7%	5.3%
Not Applicable	2.2%	1.4%	-0.8%

**Are your billable hours charged at an hourly rate?**

**Table 16**  
**Billable Hours at Hourly Rate**

Billable Hours Charged at Hourly Rate Full-Time Employees Only			
	2010 Percentage All Districts (N = 1,093)	2014 Percentage All Districts (N = 878)	2010 to 2014 Difference
Yes	71.4%	71.2%	-0.2%
No	1.5%	2.1%	0.6%
Unknown	0.6%	0.5%	-0.1%
Not Applicable	26.5%	26.3%	-0.2%

***Billing Continued***

**If your time is billed at an hourly rate, what is the dollar amount of your hourly billing rate?**

The table below includes only respondents who indicated their billable hours are charged at an hourly rate.

**Table 17  
Hourly Rate**

Billable Hours Hourly Rate Full-Time Employees Only			
	2010 Percentage All Districts (N = 761)	2014 Percentage All Districts (N = 613)	2010 to 2014 Difference
\$36 to \$50	3.2%	1.8%	-1.4%
\$51 to \$65	2.9%	3.1%	0.2%
\$66 to \$80	16.8%	9.0%	-7.8%
\$81 to \$95	15.5%	12.9%	-2.6%
\$96 to \$110	16.6%	12.1%	-4.5%
\$111 to \$125	17.5%	15.8%	-1.7%
More than \$125	27.6%	45.4%	17.8%
Median Hourly Rate	\$109	\$121	\$12

***Billing Continued***

**If your time is billed at an hourly rate, what is the dollar amount of your hourly billing rate?**  
 The table below includes only respondents who indicated their billable hours are charged at an hourly rate.

**Table 18  
 Hourly Rate by MSA**

Metropolitan Statistical Area (MSA)	2010 to 2014 Paralegal Hourly Rates by MSA: Full-Time Paralegals		2010 to 2014 Change	
	2010	2014	Difference	Percent Change
Houston-The Woodlands-Sugarland MSA	\$108 (N = 176)	\$127 (N = 100)	\$19	17.6%
Dallas-Fort Worth-Arlington MSA	\$118 (N = 222)	\$126 (N = 164)	\$8	6.8%
Austin-Round Rock MSA	\$120 (N = 113)	\$128 (N = 131)	\$8	6.7%
San Antonio-New Braunfels MSA	\$107 (N = 64)	\$121 (N = 45)	\$14	13.1%
El Paso MSA	\$89 (N = 25)	\$89 (N = 31)	\$0	0.0%
Corpus Christi MSA	\$73 (N = 6)	~ (N = 4)	~	~
Beaumont-Port Arthur MSA	\$84 (N = 24)	\$87 (N = 17)	\$3	3.6%
Central Texas MSAs	\$88 (N = 27)	\$88 (N = 15)	\$0	0.0%
East & NE Texas MSAs	\$80 (N = 47)	\$90 (N = 32)	\$10	12.5%
South Texas MSAs	\$76 (N = 9)	\$95 (N = 8)	\$19	25.0%
West Texas MSAs	\$95 (N = 52)	\$104 (N = 43)	\$9	9.5%
Non-Metro Areas	\$80 (N = 14)	\$120 (N = 10)	\$40	50.0%

***Billing Continued***

Does your firm bill for paralegals at different rates?

**Table 19  
Firm Paralegal Rates**

Firm Bills for Paralegals at Different Rates Full Time Employees Only			
	2010 Percentage All Districts (N = 1,147)	2014 Percentage All Districts (N = 912)	2010 to 2014 Difference
Yes	46.5%	46.7%	0.2%
No	23.1%	20.9%	-2.2%
Unknown	6.7%	6.9%	0.2%
Not Applicable	23.7%	25.4%	1.7%

**If your firm bills for paralegals at different rates, please state the following:**

Numbers in the table below are percentages of respondents selecting the listed reasons for billing for paralegals at different rates. Results are limited to those who indicated their firms bill for paralegals at different rates. Note that percentages will not sum to 100, as respondents were allowed more than one selection.

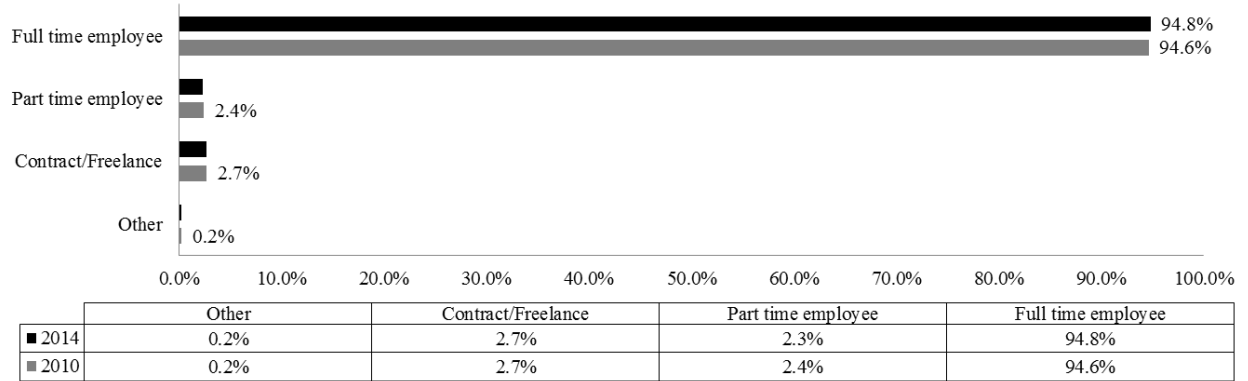
**Table 20  
Firm Paralegal Rates - Reasons**

Reasons for Different Rates Full Time Employees Only			
	2010 Percentage All Districts (N = 711)	2014 Percentage All Districts (N = 636)	2010 to 2014 Difference
Rates based on the paralegal's experience	48.7%	45.3%	-3.4%
Rates based on the type of case	32.6%	25.8%	-6.8%
Rates based on certification		15.9%	
Other	18.0%	11.9%	-6.1%
Not applicable	0.7%	1.1%	0.4%

**Education/Experience/Professionalism**

What is your employment status?

**Figure 8  
Employment Status**



**Please select any paralegal training you have received.**

Numbers in the table below are percentages of respondents selecting the listed levels of paralegal training. Note that percentages will not sum to 100, as respondents were allowed more than one selection.

**Table 21  
Paralegal Training**

Paralegal Training			
	2010 Percentage All Districts (N = 1,425)	2014 Percentage All Districts (N = 1,094)	2010 to 2014 Difference
Associate's Degree in Paralegal Studies	25.1%	26.0%	0.9%
Bachelor's Degree in Paralegal Studies	5.6%	6.8%	1.2%
Master's degree in Paralegal Studies	1.2%	1.8%	0.6%
On the job training	54.9%	55.6%	0.7%
Courses in a paralegal program	22.3%	22.7%	0.4%
Completed paralegal certificate program	44.4%	43.1%	-1.3%
Legal courses at college while obtaining a degree	12.6%	12.5%	-0.1%
Other	13.8%	12.5%	-1.3%
None	1.1%	1.1%	0.0%

***Education/Experience/Professionalism Continued***

What is your highest level of education?

**Table 22**  
**Highest Level of Education**

Highest Level of Education			
	2010 Percentage All Districts (N = 1,415)	2014 Percentage All Districts (N = 1,090)	2010 to 2014 Difference
High School-GED	4.1%	5.2%	1.1%
Paralegal certificate	7.8%	7.0%	-0.8%
Less than 1 year of college	4.5%	5.0%	0.5%
Less than 2 years of college	14.0%	12.5%	-1.5%
Associate's Degree	25.2%	24.0%	-1.2%
Bachelor's Degree	38.3%	38.7%	0.4%
Master's Degree	6.0%	7.0%	1.0%
PhD	0.2%	0.6%	0.4%

How many years of experience do you have as a paralegal?

**Table 23**  
**Years of Experience**

Years of Experience as a Paralegal			
	2010 Percentage All Districts (N = 1,407)	2014 Percentage All Districts (N = 1,089)	2010 to 2014 Difference
Less than 1 year	2.0%	1.8%	-0.2%
1 year	1.0%	2.8%	1.8%
2-5 years	12.0%	9.5%	-2.5%
6-10 years	17.0%	16.3%	-0.7%
11-15 years	17.0%	13.5%	-3.5%
16-20 years	18.0%	14.5%	-3.5%
More than 20 years	32.0%	41.6%	9.6%
Median Years Paralegal Experience	15	18	3

*Education/Experience/Professionalism Continued*

How many years have you worked in the field of law?

**Table 24**  
**Years Worked in Law**

Years of Experience in Law			
	2010 Percentage Responding All Districts (N = 1,394)	2014 Percentage Responding All Districts (N = 1,088)	2010 to 2014 Difference
Less than 1 year	2.1%	1.0%	-1.1%
1 year	1.0%	2.6%	1.6%
2-5 years	10.0%	7.5%	-2.5%
6-10 years	15.9%	12.5%	-3.4%
11-15 years	15.5%	14.6%	-0.9%
16-20 years	16.4%	13.5%	-2.9%
More than 20 years	39.0%	48.3%	9.3%
Median Years Legal Experience	17	19	2

How many years have you been employed as a paralegal with your present employer?

**Table 25**  
**Years With Present Employer**

Years as Paralegal With Present Employer			
	2010 Percentage Responding All Districts (N = 1,404)	2014 Percentage Responding All Districts (N = 1,084)	2010 to 2014 Difference
Less than 1 year	11.7%	12.9%	1.2%
1 year	7.0%	7.4%	0.4%
2-5 years	36.2%	28.1%	-8.1%
6-10 years	21.3%	23.6%	2.3%
11-15 years	11.8%	12.7%	0.9%
16-20 years	5.8%	6.6%	0.8%
More than 20 years	6.3%	8.6%	2.3%
Median Years With Present Employer	5	6	1

***Education/Experience/Professionalism Continued***

**Please select the certification exams you have taken.**

Numbers in the table below are percentages of respondents indicating they have taken the various certification exams. Note that percentages will not sum to 100, as respondents were allowed more than one selection.

**Table 26  
Certifications**

Certification Exams Taken			
	2010 Percentage All Districts (N = 1,425)	2014 Percentage All Districts (N = 1,062)	2010 to 2014 Difference
TBLS	12.6%	17.7%	5.1%
NALA	25.5%	25.5%	0.0%
NFPA	1.1%	1.4%	0.3%
None of the Above	63.5%	62.1%	-1.4%

**If your response to the question above is “None of the above”, does your employer:**

**Table 27  
Certifications – Employer Actions**

Employer Certification Actions	
	2014 Percentage Responding All Districts (N = 603)
Encourage certification	23.9%
Require certification	1.0%
None of the above	61.5%
I do not know	14.9%



***Education/Experience/Professionalism Continued***

If certification is required by your employer are you:

**Table 28  
Required Certification – Future Plans**

Future Certification Plans: Those required by employer	
	2014 Percentage Responding All Districts (N = 4)
Currently scheduled to sit for a certification exam	0.0%
Planning to sit for a certification exam within the year	50.0%
None of the above	50.0%

Which certification exam will you pursue, if any?

**Table 29  
Future Certification Plans**

Future Certification Plans	
	2014 Percentage Responding All Districts (N = 746)
NALA	27.7%
NFPA	5.2%
TBLS	29.4%
None of the above	49.7%

***Education/Experience/Professionalism Continued***

**Did/will certification(s) increase your salary or hourly wage?**

**Table 30  
Certification Income Impact**

Certification Income Impact	
	2014 Percentage Responding All Districts (N = 746)
Yes	19.1%
No	44.2%
I do not know	36.7%

**Did/will certification(s) help you advance your career?**

**Table 31  
Certification Career Advancement Impact**

Certification Career Advancement Impact	
	2014 Percentage Responding All Districts (N = 746)
Yes	37.3%
No	30.0%
I do not know	32.7%

***Benefit Package***

**How many sick/personal days do you receive per year?**

**Table 32  
Sick/Personal Days**

Number of Sick/Personal Days per Year			
	2010 Percentage Responding All Districts (N = 1,397)	2014 Percentage Responding All Districts (N = 1,070)	2010 to 2014 Difference
None	12.2%	13.1%	0.9%
1-3 days	5.4%	4.8%	-0.6%
4-6 days	28.7%	27.9%	-0.8%
7-10 days	30.5%	27.7%	-2.8%
More than 10 days	23.1%	26.6%	3.5%
Median Number of Sick/Personal Days	7	7	0

**How many vacation days do you receive per year of service?**

**Table 33  
Vacation Days**

Number of Vacation Days per Year			
	2010 Percentage Responding All Districts (N = 1,379)	2014 Percentage Responding All Districts (N = 1,063)	2010 to 2014 Difference
None	6.2%	7.8%	1.6%
1-5 days	11.5%	8.2%	-3.3%
6-10 days	26.3%	24.6%	-1.7%
11-15 days	29.9%	30.4%	0.5%
16-20 days	14.9%	14.8%	-0.1%
More than 20 days	11.2%	14.3%	3.1%
Median Number of Vacation Days	12	12	0

***Benefit Package Continued***

**How many paid holidays does your employer off per year?**

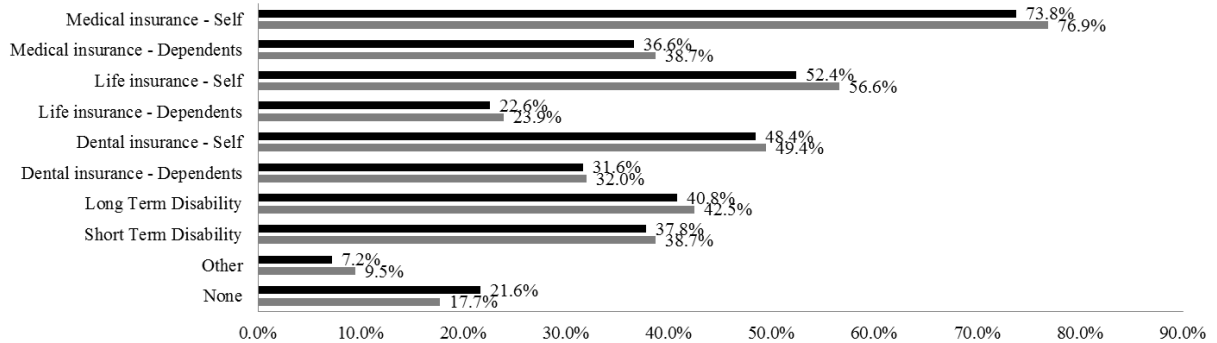
**Table 34  
Paid Holidays**

Number of Paid Holidays per Year			
	2010 Percentage Responding	2014 Percentage Responding	2010 to 2014 Difference
	All Districts (N = 1,402)	All Districts (N = 1,076)	
None	3.0%	3.4%	0.4%
1-5 days	22.2%	17.1%	-5.1%
6-10 days	63.3%	64.3%	1.0%
More than 10 days	11.5%	15.1%	3.6%
Median Number of Paid Holidays	8	8	0

**Select the insurance benefits provided by your employer.**

Numbers in the chart below are percentages of respondents selecting the listed insurance benefits.

**Figure 9  
Insurance Benefits**



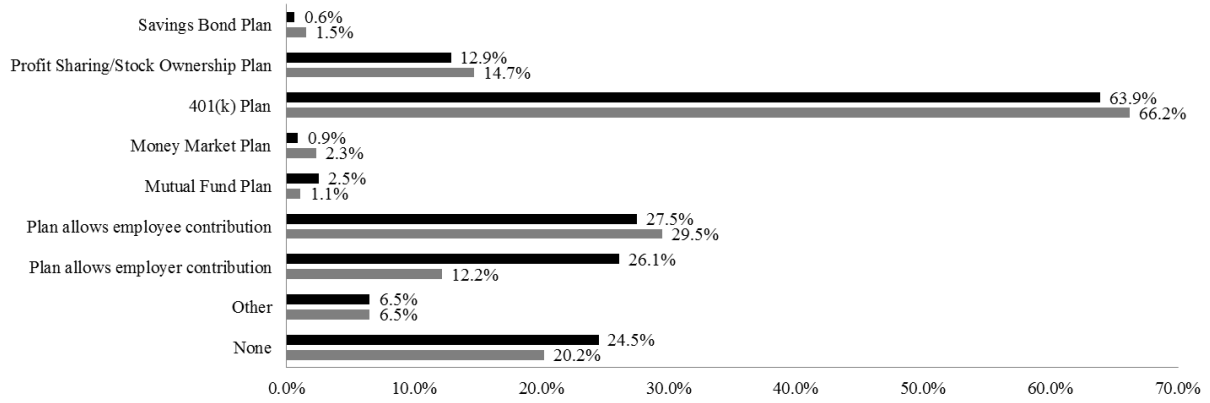
	None	Other	Short Term Disability	Long Term Disability	Dental insurance - Dependents	Dental insurance - Self	Life insurance - Dependents	Life insurance - Self	Medical insurance - Dependents	Medical insurance - Self
■ 2014	21.6%	7.2%	37.8%	40.8%	31.6%	48.4%	22.6%	52.4%	36.6%	73.8%
■ 2010	17.7%	9.5%	38.7%	42.5%	32.0%	49.4%	23.9%	56.6%	38.7%	76.9%

**Benefit Package Continued**

Select the retirement or pension plan provided by your employer.

Numbers in the chart below are percentages<sup>1</sup> of respondents selecting the listed insurance benefits.

**Figure 10  
Retirement/Pension Plans**



	None	Other	Plan allows employer contribution	Plan allows employee contribution	Mutual Fund Plan	Money Market Plan	401(k) Plan	Profit Sharing/Stock Ownership Plan	Savings Bond Plan
■ 2014	24.5%	6.5%	26.1%	27.5%	2.5%	0.9%	63.9%	12.9%	0.6%
■ 2010	20.2%	6.5%	12.2%	29.5%	1.1%	2.3%	66.2%	14.7%	1.5%

Select the amount of unpaid maternity/paternity leave provided by your employer.

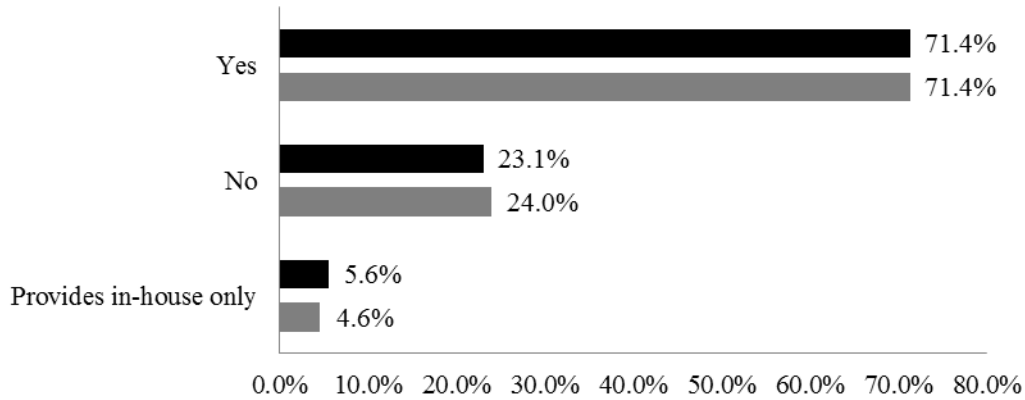
**Table 35  
Unpaid Maternity/Paternity Leave**

Amount of Unpaid Maternity/Paternity Leave			
	2010 Percentage Responding All Districts (N = 1,351)	2014 Percentage Responding All Districts (N = 1,048)	2010 to 2014 Difference
None	--	17.9%	--
1-2 weeks	7.1%	1.1%	-6.0%
3-6 weeks	14.1%	11.4%	-2.7%
7-10 weeks	3.6%	3.5%	-0.1%
11-12 weeks	9.8%	10.2%	0.4%
More than 12 weeks	1.4%	1.2%	-0.2%
Unknown	64.0%	54.6%	-9.4%
Median Number of weeks	3	4	1

**Professional Benefits**

Does your employer provide paid CLE?

**Figure 11  
Employer Provided CLE**



	Provides in-house only	No	Yes
■ 2014	5.6%	23.1%	71.4%
■ 2010	4.6%	24.0%	71.4%

**If your employer provides paid CLE, how many hours per year?**

The table below includes only those respondents who state their employer provides paid CLE.

**Table 36  
Hour of Employer Paid CLE Provided**

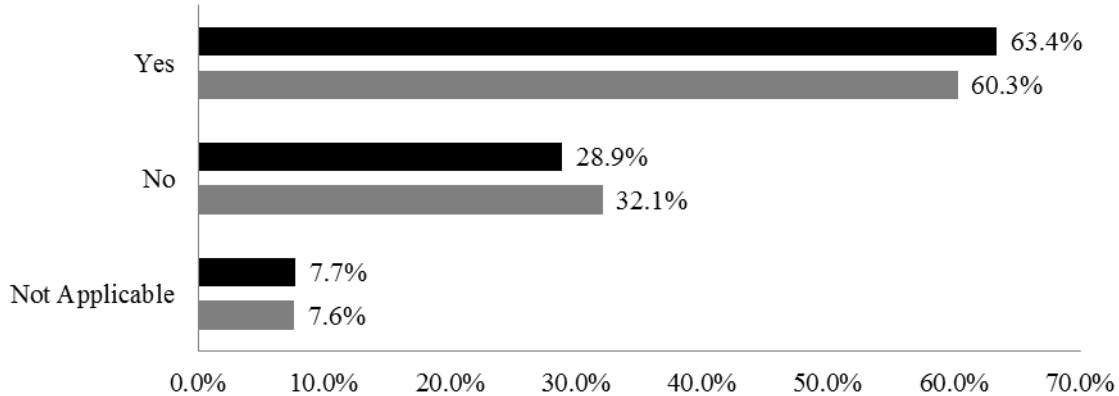
Paid CLE Hours per Year			
	2010 Percentage Responding All Districts (N = 953)	2014 Percentage Responding All Districts (N = 733)	2010 to 2014 Difference
1 to 10	43.9%	39.4%	-4.5%
11 to 20	30.0%	31.7%	1.7%
More than 20	14.3%	19.4%	5.1%
Not applicable	11.9%	9.5%	-2.4%
Median CLE Hours Paid	13	13	0

**Professional Benefits Continued**

**If your employer provides paid CLE, does it pay for associated travel expenses?**

The table below includes only those respondents who state their employer provides paid CLE.

**Figure 12  
Employer Provided CLE – Associated Travel Expenses Paid**



	Not Applicable	No	Yes
■ 2014	7.7%	28.9%	63.4%
■ 2010	7.6%	32.1%	60.3%

**Select the professional dues paid by your employer on your behalf.**

Numbers in the table below are percentages of respondents selecting the listed professional dues paid by their employer.

**Table 37  
Employer Paid Professional Dues**

Professional Dues Paid by Employer			
	2010 Percentage Responding All Districts (N = 1,425)	2014 Percentage Responding All Districts (N = 1,027)	2010 to 2014 Difference
American Bar Association dues	6.5%	5.7%	-0.8%
Paralegal Division - State Bar	46.5%	56.0%	9.5%
Local paralegal association dues	48.6%	45.8%	-2.8%
NALA/NFPA dues	20.7%	19.0%	-1.7%
TBLS Annual Dues	--	15.6%	--
Local Bar Association dues	--	9.4%	--
SBOT Section Dues	--	9.3%	--
Other	7.4%	6.1%	-1.3%
None	25.7%	27.2%	1.5%

***Professional Benefits Continued***

Does your employer support active participation in one or more professional associations?

**Table 38  
Employer Support for Participation in Professional Associations**

Employer Supports Active Participation in Professional Associations			
	2010 Percentage Responding All Districts (N = 1,370)	2014 Percentage Responding All Districts (N = 1,042)	2010 to 2014 Difference
Yes	68.0%	67.2%	-0.8%
No	13.7%	15.6%	1.9%
Yes, but only on my own time	18.3%	17.2%	-1.1%

Does your employer provide technology training?

**Table 39  
Employer Provided Technology Training**

Employer Provides Technology Training			
	2010 Percentage Responding All Districts (N = 1,406)	2014 Percentage Responding All Districts (N = 1,055)	2010 to 2014 Difference
Yes	60.8%	57.1%	-3.7%
No	39.2%	42.9%	3.7%

Does your employer pay certification fees?

**Table 40  
Employer Paid Certification Fees**

Employer pays certification fees	
	2014 Percentage Responding All Districts (N = 796)
Yes	42.7%
No	23.4%
I do not know	33.9%



**Demographics**

What is your Race/Ethnicity?

**Table 41  
Race/Ethnicity**

Race/Ethnicity			
	2010 Percentage All Districts (N = 1,419)	2014 Percentage Responding All Districts (N = 1,072)	2010 to 2014 Difference
White	76.5%	75.5%	-1.0%
Hispanic/Latino	13.4%	13.1%	-0.3%
Black/African-American	4.2%	5.2%	1.0%
No Response	2.7%	2.7%	0.0%
Two or more race/ethnicity categories	1.5%	1.8%	0.3%
Asian/Pacific Islander	1.3%	1.1%	-0.2%
American Indian or Alaska Native	0.4%	0.5%	0.1%
Other race/ethnicity	--	0.2%	--

What is your sex?

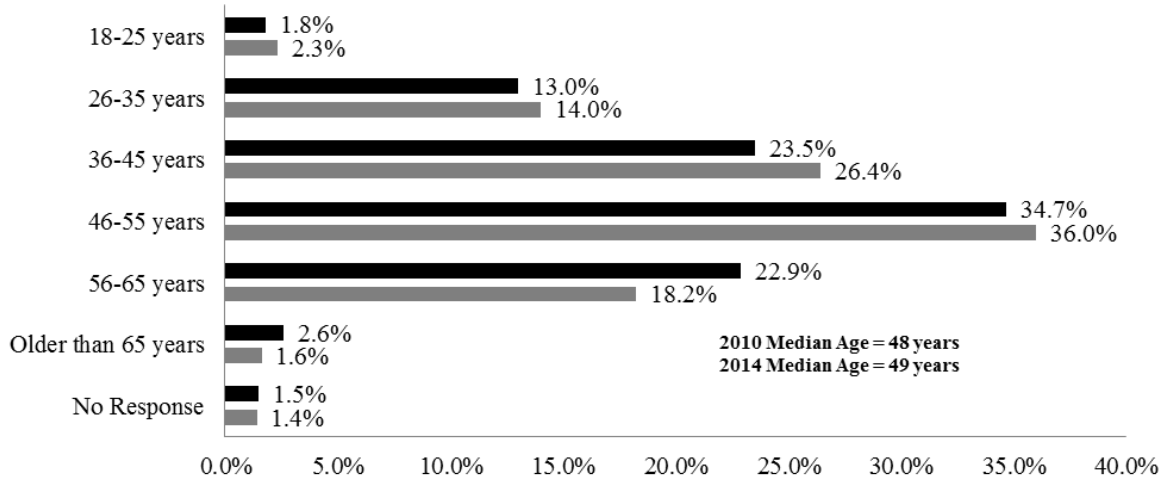
**Table 42  
Sex**

Sex			
	2010 Percentage All Districts (N = 1,417)	2014 Percentage Responding All Districts (N = 1,071)	2010 to 2014 Difference
Male	6.5%	4.5%	-2.0%
Female	92.5%	94.8%	2.3%
No Response	1.0%	0.7%	-0.3%

*Demographics Continued*

What is your age?

**Figure 13**  
**Age**



	No Response	Older than 65 years	56-65 years	46-55 years	36-45 years	26-35 years	18-25 years
■ 2014	1.5%	2.6%	22.9%	34.7%	23.5%	13.0%	1.8%
■ 2010	1.4%	1.6%	18.2%	36.0%	26.4%	14.0%	2.3%

## Appendix: Regions and Counties in Each Region

### 1 Houston-The Woodlands-Sugar Land MSA

Austin  
Brazoria  
Chambers  
Fort Bend  
Galveston  
Harris  
Liberty  
Montgomery  
Waller

### 2 Dallas-Fort Worth-Arlington MSA

Collin  
Dallas  
Denton  
Ellis  
Hood  
Hunt  
Johnson  
Kaufman  
Parker  
Rockwall  
Somervell  
Tarrant  
Wise

### 3 Austin-Round Rock MSA

Bastrop  
Caldwell  
Hays  
Travis  
Williamson

### 4 San Antonio-New Braunfels MSA

Atascosa  
Bandera  
Bexar  
Comal  
Guadalupe  
Kendall  
Medina  
Wilson

### 5 El Paso MSA

El Paso  
Hudspeth

### 6 Corpus Christi MSA

Aransas  
Nueces  
San Patricio

### 7 Beaumont-Port Arthur MSA

Hardin  
Jefferson  
Newton  
Orange

### Central Texas MSAs

#### 8 Waco MSA

McLennan  
Falls

#### 9 Killeen-Temple MSA

Bell  
Coryell  
Lampasas

### East & NE Texas MSAs

#### 10 College Station-Bryan MSA

Brazos  
Burleson  
Robertson

#### 11 Longview MSA

Gregg  
Rusk  
Upshur

#### 12 Sherman-Denison MSA

Grayson

#### 13 Texarkana MSA

Bowie

#### 14 Tyler MSA

Smith

#### 15 Victoria MSA

Goliad  
Victoria

#### 16 Wichita Falls MSA

Archer  
Clay  
Wichita

### South Texas MSAs

#### 17 Brownsville-Harlingen MSA

Cameron

#### 18 Laredo MSA

Webb

#### 19 McAllen-Edinburg-Mission MSA

Hidalgo

### West Texas MSAs

#### 20 Abilene MSA

Callahan  
Jones  
Taylor

#### 21 Amarillo MSA

Armstrong  
Carson  
Oldham  
Potter  
Randall

#### 22 Lubbock MSA

Crosby  
Lubbock  
Lynn

#### 23 Midland MSA

Martin  
Midland

#### 24 Odessa MSA

Ector

#### 25 San Angelo MSA

Irion  
Tom Green

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State of Texas Metropolitan Statistical Areas (MSA)

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**26 Non-Metropolitan Counties**

Anderson	Erath	Kinney	Refugio
Andrews	Fannin	Kleberg	Roberts
Angelina	Fayette	Knox	Runnels
Bailey	Fisher	Lamar	Sabine
Baylor	Floyd	Lamb	San Augustine
Bee	Foard	La Salle	San Jacinto
Blanco	Franklin	Lavaca	San Saba
Borden	Freestone	Lee	Schleicher
Bosque	Frio	Leon	Scurry
Brewster	Gaines	Limestone	Shackelford
Briscoe	Garza	Lipscomb	Shelby
Brooks	Gillespie	Live Oak	Sherman
Brown	Glasscock	Llano	Starr
Burnet	Gonzales	Loving	Stephens
Calhoun	Gray	Madison	Sterling
Camp	Grimes	Marion	Stonewall
Cass	Hale	Mason	Sutton
Castro	Hall	Matagorda	Swisher
Cherokee	Hamilton	Maverick	Terrell
Childress	Hansford	McCulloch	Terry
Cochran	Hardeman	McMullen	Throckmorton
Coke	Harrison	Menard	Titus
Coleman	Hartley	Milam	Trinity
Collingsworth	Haskell	Mills	Tyler
Colorado	Hemphill	Mitchell	Upton
Comanche	Henderson	Montague	Uvalde
Concho	Hill	Moore	Val Verde
Cooke	Hockley	Morris	Van Zandt
Cottle	Hopkins	Motley	Walker
Crane	Houston	Nacogdoches	Ward
Crockett	Howard	Navarro	Washington
Culberson	Hutchinson	Nolan	Wharton
Dallam	Jack	Ochiltree	Wheeler
Dawson	Jackson	Palo Pinto	Wilbarger
Deaf Smith	Jasper	Panola	Willacy
Delta	Jeff Davis	Parmer	Winkler
De Witt	Jim Hogg	Pecos	Wood
Dickens	Jim Wells	Polk	Yoakum
Dimmit	Karnes	Presidio	Young
Donley	Kenedy	Rains	Zapata
Duval	Kent	Reagan	Zavala
Eastland	Kerr	Real	
Edwards	Kimble	Red River	
	King	Reeves	