

2017 Kansas City Paralegal Association Membership Salary Survey Results



The information contained within this report was gathered electronically by the Kansas City Paralegal Association Board of Directors, which was available from November 9, 2017 through January 15, 2018. There were 20 questions and 84 responses.

Thank you to everyone who participated.

January 31, 2018

2017 KCPA Membership Salary Survey Findings

Current Employee Status:

Full Time Paralegal: 66
Freelance / Contract: 2
Part Time Paralegal: 4
Other (HR, Secretary, etc.): 11
Unanswered: 1

Years in the Field:

30+ years: 16
20-29 years: 23
13-19 years: 20
8-12 years: 12
4-7 years: 6
1-3 years: 1
Less than a year: 2
Unanswered: 4

Months/Years at current job:

10+ years: 31
5-10 years: 14
3-5 years: 14
0-3 years: 22
Unanswered: 3

Location of Office

Downtown, Kansas City, MO: 30
Crown Center, Kansas City, MO: 11
Midtown, Kansas City, MO: 2
Plaza Area, Kansas City, MO: 15
South Kansas City, MO: 11
Crossroads: 2
Kansas City, KS: 1
River Market: 1
Overland Park / Johnson County, KS: 5
Other: 1
Unanswered: 5

Number of Attorneys

51+ attorneys: 19
30-50: 11
6-29: 29
5 or fewer: 20
Unanswered: 5

Educational Background (could chose more than 1):

Paralegal Certificate: 45
High School Graduate: 32
Graduate Degree: 8
4-year bachelor's Degree: 40
2-year associate's Degree: 30
Unanswered: 5

What is considered a "work week" for you:

40 + hours: 42
37.5 hours: 33
35 hours or less: 3
Other: 3
Unanswered: 3

Various Listed Benefits Received at Current Job:

401k
Cell Phone
Dental/Vision Insurance
Educational Assistance
Health Insurance
Laptop Allowance
Parking
Profit Sharing
Vacation

Other Noted "Perks" of the job:

Year-End Bonus
Firm Breakfast / Lunches
KCPA & other Professional Luncheons / Dues
Transportation Allowance
Provided Flu-Shots
Blood/Cholesterol Screenings:
Massage Therapist 2x/month:
Outdoor activities
Employee stock option plan
Firm Provided Laptop
Onsite Pharmacy
Onsite Credit Union
Onsite Daycare
ADD Insurance
Life Insurance
Flexible Work Schedule / Flex Time
Work from Home:
Onsite Cafeteria
ESOP
Short-Term / Long-Term Disability
Flex Spending Account

Critical illness insurance
Group accident insurance
Dependent Care reimbursement
Leaves of absence
Casual Work Environment / Jeans:
Happy Hours
Holiday Parties
Ample vacation / PTO time
Fitness Center
Educational Assistance
Free Beverages / Snacks
Firm Team Building Activities / Retreats
Job Development / Technical Training
Free Firm Swag
Vision Insurance
Sam's Club / Costco Memberships
Holiday Events
Wellness Opportunities
Face-to-Face Coach
Volunteer Time of 16 hours per year w/o taking PTO

Yearly billable Hour Requirement

Not required: 51
1-999 hours: 1
1000-1100 hours: 1
1101-1200 hours: 2
1201-1300 hours: 2
1301-1400 hours: 0
1401-1500 hours: 8
1501-1600 hours: 6
1601-1700 hours: 4
1701-1800 hours: 1
1801-1900 hours: 0
1901-2000 hours: 0
2000+ hours: 0
Other: 3
Unanswered: 5

Members who have an office (with walls and a door that shuts):

Yes: 45
No: 34
Unanswered: 5 people

Members who are allowed to work remotely or from home:

Yes: 38
No: 41
Unanswered: 5 people

Members who have “flex time” (meaning they are allowed to make up time):

Yes: 60

No: 8

Other: 9

Unanswered: 7 people

Salary Range (not inclusive of overtime or yearly bonuses):

\$30,000 or less: 2

\$30,001-\$40,000: 6

\$40,001-\$50,000: 11

\$50,001-\$60,000: 26

\$60,001-\$70,000: 11

\$70,001-\$80,000: 10

\$80,001-\$90,000: 5

\$90,001-\$100,000: 3

More Than \$100,000: 2

Unanswered: 8

Christmas or year-end Bonus Range:

No bonus received: 11

Less than \$100: 2

\$100-\$500: 14

\$501-\$1,000: 7

\$1,001-\$3,000: 18

\$3,001-\$5,000: 7

\$5,001-\$7,000: 4

\$7,001-\$9,000: 1

More than \$9,000: 11

Unanswered: 9 people

Members Who've Been to Trial:

Never been to trial: 37

Yes, 1-3 times: 6

Yes, 4-5 times: 3

Yes, 6-8 times: 7

Yes, 9-11 times: 7

Yes, more than 12 times: 15

Unanswered: 9 people

Members with E-Discovery knowledge:

No knowledge: 27

Beginner: 16

Intermediate: 21

Advanced: 12

Unanswered: 8 people

E-Discovery Databases Used (could chose more than 1):

Relativity: 31
CloudNine: 7
Summation: 33
Eclipse: 11
Concordance: 15
CasePoint: 9
Docket Alarm: 0
EnCase: 2
Zapproved: 2
Unanswered: 10 people

Document Management System Used (to store documents as they are being edited and/or to create electronic files for cases):

PerfectLaw: 2
eDocs: 2
Filesite: 1
iManage: 3
InControl: 1
Worldox: 8
Hotdocs: 1
Worksite: 1
Legal Files: 1
Needles: 1
NetDocs: 12
Autotask Workplace: 2
TrialWorks: 1
Aim: 1
Case Management Pro: 1
Elite: 1
Best Case: 2
None: 9
OnBase: 1
SharePoint: 1
GoogleApps for Business: 1
Confidential: 3
In House: 2
Not Sure: 8
Unanswered: 8 people

Billing System Used (to bill time to clients):

Elite: 2
PC Law: 1
3E System: 4
Timeslips: 1
Clio: 4
T Sheets: 1
DTE: 2

Perfect Law: 3
Tabs: 15
Intapp: 8
Litigation Management Software: 4
Billing / Time Matters: 5
Confidential: 1
None: 10
In House: 2
Not Sure: 2
Unanswered: 9 people